

# Hawker CSC procedures -Water safety

## Site safety

Children must be adequately supervised at all times when having access to any water hazards.

Where a water vessel is used for water play by children, the vessel must be emptied immediately after use and stored in a manner that prevents the vessel filling with water when not in use.

When children are taken on an excursion to swim or where there is a significant water hazard, educators are to conduct a risk assessment.

Children are to have safe independent access to clean and cool drinking water at all times

## Site inspections

Sites must undertake safety inspections at least annually to ensure sites are free from water hazards. The [safety inspection checklist \(DOC, 107.5 KB\)](#) has been developed as a guide.

ENSURE WATERPLAY EQUIPMENT IS EMPTIED END OF DAY.

## Swimming excursions

Sites are required to conduct an excursion risk management plan when children are to be taken on an excursion to swim or where there is a significant water hazard. Refer to [Preschool excursions](#) for the risk assessment template and planning procedures for camps and excursions.

The following links are a compilation of [DECD policies, procedures, guidelines](#) and references that fulfil the requirements of [Regulation 168 \(PDF, 75.7 KB\)](#) of the Education and Care Services National Law and National Regulations. These requirements apply to the preschool service and all programs operated at the service (ie preschool, rural care, occasional care etc).

Sites should refer to the [summary of actions required by sites to comply with policies and procedures \(DOC, 75.5 KB\)](#) and develop site specific procedures that take into account local context and implementation.

## Health and safety policies and procedures – National Quality Area 2

- [Nutrition, food and beverages, dietary requirements](#)
- [Sun protection](#)
- [Water safety](#)
- [Administration of first aid](#)
- [Incident, injury, trauma and illness](#)
- [Dealing with infectious diseases](#)
- [Dealing with medical conditions](#)
- [Emergency and evacuation](#)
- [Delivery and collection of children](#)
- [Excursions](#)
- [Child protection](#)

## Staffing arrangements – National Quality Area 4

- [Code of conduct](#)
- [Determining the responsible person present](#)
- [Participation of volunteers and students](#)

## Relationships with children – National Quality Area 5

- [Interactions with children](#) (Behaviour support)

## Service management – National Quality Area 7

- [Enrolment](#)
- [Orientation](#)
- [Acceptance and refusal of authorisations](#)
- [Payment of fees](#)
- [Prescribed information to meet NQF requirements](#)

## Prescribed information

The nominated supervisor of the service (the site leader) must ensure that the following information (prescribed) is displayed at the entrance to the service in a prominent position:

- name of the approved provider (DECD)
- site name
- name of the nominated supervisor or, if the nominated supervisor is a member of a prescribed class, the class of persons to which the nominated supervisor belongs
- hours and days of operation
- name and telephone number of a person at the service to whom complaints may be addressed
- name of the responsible person in charge at any given time
- name of the educational leader
- contact details of the regulatory authority
- until the service rating is received from the Education and Early Childhood Services Registration and Standards Board of South Australia, a statement in respect to accreditation and rating, e.g. An assessment is yet to be undertaken
- for services where the savings provision applies, a statement in respect to taken to comply
- when applicable, a notice stating that a child who has been diagnosed as at risk of anaphylaxis is enrolled
- when applicable, a notice of an occurrence of an infectious disease at the service