

SEACLIFF COMMUNITY KINDERGARTEN CENTRE POLICY



TITLE: Water Safety Procedure

REVIEW AND REVISION

Policy Date	Revision No.	Revision Date	Author
04/22	1	10/2025	Sharon Jaensch

Context

The safety and supervision of children in and around water is of highest priority. This relates to water play, excursions in and around water, hot water, drinking water and hygiene practices with water in the preschool environment. Having the supervision and procedures in place to mitigate risk and to keep children safe from contamination, injury and drowning are essential to maintaining duty of care for all children's wellbeing. This procedure is in place to prevent child accidents and illnesses relating to water hazards and to maintain the availability of clean hygienic water for play and drinking. Water hazards at Seacliff Community Kindergarten include, sinks, basins fish tank, water trough, containers and buckets used for play and pooling water from rain and excursions to the local beach.

Procedures

To prevent child accidents and illnesses relating to water play, excursions in and around water, hot water, drinking water and water used for hygiene purposes we will:

Undertake risk assessments that identify and assess the risks associated with equipment and or practices that include the use of water. eg vessels used for the containment of water for play purposes, any excursions that are near or around water, procedures for children to access drinking water etc.

Provide direct and constant monitoring of children who are engaged in water play.

Intentionally position ourselves in ways to be able to supervise and monitor the use of water within the environment.

Scan the environment regularly to identify any children who may have gained access to water.

Encourage parents to supply fresh water in individual drink bottles for their children in addition to providing fresh filtered water for the children to drink (individual cups and container emptied and cleaned daily).

Teach children about water safety including, rules and safe ways to play in and around water .

To prevent pooling and contaminated water we will:

Empty and clean containers immediately after use (daily) and stored in a way that prevents the vessel filling up with water when not in use (eg storage lids or shed)

Provide adequate drainage and regular cleaning of drains will be undertaken wherever water has the potential to pool.

Place fish tanks or containers with water at heights to encourage observation but excluded immersion.

To prevent scolds and burns we will:

Maintain hot water temperatures at 43.5 degrees C. Thermostatic valves will be tested annually by authorised tradesperson.

Not carry or consume hot drinks in the presence of the children unless in a spill proof container (eg keep cup).

To prevent accidents or injuries in or around Water on Excursions we will:

Undertake a risk assessment to determine the suitability of such excursions with consideration of the cohort of children and the availability of responsible supervisors.

Maintain a 1:6 child adult educator with at least 3 educators at all times.

Clearly induct all adults and children before participating in excursions near the water.

Provide constant educator supervision at the waters edge and defined barriers where children are visually accessible at all times for the children to play.

Always create boundaries for children to play that are not situated near deep water and have adults between the water and the children.

Exclude swimming activities at all times.

First aid

The Centre will have at least one educators with a current approved first aid qualification on the premises. It is best practice for all educators to hold a current approved first aid qualification. The centre will cover the cost of first aid Training for all educators.

Roles and Responsibilities**Director**

Ensuring implementation of this procedure.

Inform staff/ parents / guardians of the procedures.

Staff

To support the implementation of this procedure.

Support parents / guardians to understand and reinforce the principles outlined in the procedure.

Parents

To adhere to the requirements for drop off and collection of their children.

Supporting Information

Water safety in care and education settings

Camps and excursions risk management form

Reporting critical incidents and injuries, hazards and near misses procedure.

Related legislation

Education and Care Services National Regulations

Education and Early Childhood Services (Registration and Standards) Act 2011, Schedule 1 Education and Care Services National Law

Director	Governing Council Representative
Print Name	Print Name
Signature	Signature
Date	Date