



Child Water Safety Policy

1. INTRODUCTION

As required under the National Quality Framework, Life Skills & Adventures must have a Water Safety Policy that provides guidance where a camp is in operation at the same facility as a pool, beach and for water based activities and/or excursions. This policy ensures all LSA water-based excursions and activities are conducted in a manner that places safety as the highest priority and without undue risks to LSA Leaders and participants, while embracing the positive learning experience the aquatic environment can provide.

2. POLICY

All requirements of Life Skills & Adventures Camp excursion and routine outing policy will be adhered to. This includes:

- Ensure carers and staff are aware of water safety guidelines and that adequate measures are in place to prevent children from injuring themselves and/or being exposed to potential drowning hazards.
- Ensure carers and staff plan excursions considering the possible water hazards and have the knowledge to implement water safety procedures.
- Avoid injury and/or accidents to children in our services.
- Staff will ensure a 1:5 ratio takes place at all times around water or when participating in a water based activity.
- Staff are to understand the swimming capability and competency of each child.
- Staff are to explain to each child how to signal for help from a lifeguard if needed, before leaving for an excursion
- Staff are to be located so that they can supervise all children at all times in and around water.
- When walking around water, or on a water base excursion children are to be in pairs.
- Staff are to ensure that children walk at all times in and around water.
- Staff are to ensure their own safety as well as childrens
- Staff to monitor ocean tides and weather where applicable
- Staff to ensure that any beach swimming occurs between designated flags
- All water activities and excursions have a risk assessment completed prior to the day.
- Staff to child ratio will be as determined by a risk assessment. The final ratio must not however exceed 1:5 (staff: child), as well as consider any specific additional or special needs of children with a disability.
- Pre-excursion visit to be conducted to assist with risk assessment where applicable
- Activities and aquatic play will be planned to incorporate appropriate learning outcomes and goals, reflecting the relevant Framework, children's interests and abilities.
- Water based activities will be conducted under the supervision of specialist staff with required qualifications for that activity and as identified by a risk assessment. (eg. pool activity requires the appropriate lifeguard supervision for that water space.)
- Additional specialist staff referred to in the point above may be counted within the staff:child ratio, but only if deemed appropriate throughout the service's relevant risk assessment.
- Camp Leaders will participate in the activity as much as reasonably possible and as required by the identified hazard management controls. For example, during a water

based activity leaders are recommended to be in the water with the children.

Other Policies

All Staff and Camp Leaders will ensure effective implementation of the following Life Skills & Adventures policies and procedures;

- Sun Protection in Children's Services Policy
- Extreme Heat Procedure
- Safeguarding Children and Young People Policy
- Interactions with Children in Children's Services Policy
- Transport of Children in Children's Services Policy
- Hazard Management Procedure

Programming

In the case where an LSA camping program may be conducted at a facility that includes a pool, for example a Holiday Program located at a recreation facility, an additional risk assessment specific to water safety must be developed to assist in the protection of children from harm or hazard due to the aquatic environment and high risk involved.

Open Water Environments

Excursions where by participants will be entering an open water environment (for example at the beach or in a river environment) are required to be approved in collaboration with the Nominated Camp Leader and company director, and as determined by a risk assessment.

3. DEFINITIONS

Water based activity:

A programmed activity conducted by an OSHC includes, but is not limited to;

- Indoor Pool, Outdoor Pool programs, activities or play
- Aquatic adventure parks, water slides, splash parks and wave pools
- Any aquatic or sporting activities in open water or closed water space such as, sailing, boating, kayaking, snorkeling, surfing or similar
- Any aquatic or sporting activities conducted on or around water such as, fishing and rock pool rambles or similar

4. SCOPE

The scope of this policy applies to all approved Camp Programs undertaken by Life Skills & Adventures.

5. ROLES AND RESPONSIBILITIES

Department/Area	Role/Responsibility
Operations	All Carers/Camp Leaders will be provided with this policy annually and are responsible for the daily implementation of the policy when directly supervising children.
Company Director	Is responsible for ensuring suitable resources and support systems to enable compliance with this policy. Drive the consultation process and provide leadership and advice on the continuous improvement of the policy. Responsible for the development, monitoring and review of the Policy and related systems, ensuring all content meets all legislated requirements.
Company Director	Approve the Policy and Provide official sign off on the Policy
CEO	Approve the Policy Provide official sign off on the Policy

6. MONITORING, EVALUATION AND REVIEW

The ongoing monitoring and compliance of this policy will be overseen by the LSA Director. Each program will complete an annual self-assessment against this procedure, associated policy and the legislated standards from which it was drawn.

The evaluation of the policy will be facilitated by the LSA Director using stakeholder feedback to drive continuous improvement and reflect service users' comments where practical.

7. SUPPORTING DOCUMENTS (LINKS TO PROCEDURES, LEGISLATION, FORMS, WORK PRACTICES)

1. [Victorian Early Years Learning and Development Framework \(VEYLDF\)](#)
2. [National Early Years Learning Framework \(EYLF\)](#)
3. [My Time, Our Place: Framework for School Age Care in Australia](#)
4. [Education and Care Services National Law Act](#)
5. [Education and Care Services National Regulations 2011](#)
6. LSA Policy and Procedures
7. Aquatic Resources
 - a. [Lifesaving Victoria](#)
 - b. [2010/11 Drowning Report](#)
 - c. [Guidelines for Safe Pool Operations \(Royal Lifesaving Australia Society\)](#)