Glen Iris Child Care and Kindergarten

GI-038 – Water Safety Policy

Policy Number	GI - 038
Quality Area	QA2 – Children's Health and Safety • QA3 – Physical Environment
National Law	s.165 • s.167 • s.168
National Regulations	Regs. 100 • 101 • 102 • 103 • 113 • 115 • 168
Related NQS	QA2.2.1 • QA2.2.2 • QA3.1.1 • QA3.1.2 • QA3.2.1 • QA7.1.2
EYLF V2.0:	Principles – Partnerships, High Expectations & Equity • Practices – Responsiveness to Children, Learning Environments • Outcomes – 3 & 4
Victorian Child Safe Standards:	Standards 2 & 8
Version:	1.0
Approved By:	Centre Director
Approved Date:	July 2026
Review Date:	July 2027

OUR COMMITMENT

At **Glen Iris Childcare Centre & Kindergarten Child Care Centre**, the safety, wellbeing and rights of every child are our highest priority.

We recognise that water can provide valuable opportunities for children's learning, exploration and play; however, even small amounts of water present significant risks to young children.

We are committed to providing safe, well-supervised water experiences while ensuring all potential water hazards are identified, assessed and effectively managed. Through active supervision, ongoing risk assessment and safe environments, we strive to protect every child from water-related harm while supporting meaningful learning opportunities. Children's safety remains the primary consideration in every decision involving water.

LEGISLATIVE INTENT

This policy supports Glen Iris Childcare Centre & Kindergarten Child Care Centre in meeting its obligations under the Education and Care Services National Law and Regulations by ensuring water hazards are effectively managed through active supervision, risk assessment and safe practices that protect children's health, safety and wellbeing.

PURPOSE

This policy ensures that all water-related experiences and potential water hazards at Glen Iris Childcare Centre & Kindergarten Child Care Centre are planned, supervised and managed to minimise risks while supporting children's learning and development.
It provides clear guidance for educators to maintain safe environments, implement effective supervision and respond appropriately to potential water hazards.

WHO THIS POLICY APPLIES TO

This policy applies to:

- Approved Provider
- Nominated Supervisor
- Responsible Persons
- Educational Leader
- Educators
- Administration Team
- Students
- Volunteers
- Contractors
- Families

DEFINITIONS

Active Supervision
Intentional, continuous supervision where educators position themselves to observe, listen, anticipate risks and respond immediately to children's needs.

Water Hazard
Anybody or container of water that presents a potential drowning or safety risk, regardless of its depth.

Water Play
Planned learning experiences involving water that support children's exploration, investigation and development while being closely supervised.

Risk Assessment
A documented process used to identify hazards, assess potential risks and implement strategies to eliminate or minimise those risks.

WHY THIS POLICY MATTERS

Young children are naturally curious and attracted to water. Drowning can occur quickly and silently in only a small amount of water.
Potential hazards are not limited to water play activities and may include buckets, tubs, troughs, ponds, drainage areas, containers collecting rainwater and any other source of standing water.
Strong supervision, effective risk management and proactive safety practices help ensure children can safely participate in water experiences while minimising the risk of injury or drowning.

GUIDING PRINCIPLES

Glen Iris Childcare Centre & Kindergarten believes:

- Every child has the right to be safe, protected and actively supervised around water.
- Children's safety is always prioritised over participation in water experiences.
- Active supervision is essential whenever children are near or participating in water activities.
- Potential water hazards are identified, assessed and managed before children access the environment.
- Risk assessments support safe planning and informed decision-making.
- Water experiences should promote children's learning while maintaining the highest safety standards.
- Educators work collaboratively to maintain safe environments and minimise risks.
- Continuous reflection strengthens water safety practices and supports continuous improvement

OUR POLICY

Glen Iris Childcare Centre & Kindergarten Child Care Centre is committed to ensuring all water-related experiences and environments are managed safely to protect children from water hazards.
Water experiences will only be provided where appropriate supervision, planning and risk management strategies are in place.

The service will identify, assess and minimise risks associated with water through ongoing environmental checks, active supervision and documented risk assessments where required.

Any water that is not being actively used as part of the educational program will be removed or secured immediately to eliminate potential hazards.
Children will be actively supervised at all times when participating in water experiences or when in environments where water may present a risk.

The service will maintain safe learning environments by ensuring educators remain vigilant, respond promptly to hazards and regularly review water safety practices as part of continuous improvement.

HOW WE PUT THIS POLICY INTO PRACTICE

Managing Water Hazards

The service will:

- Identify and remove potential water hazards throughout the day.
- Empty buckets, tubs, trays and water containers immediately after use.
- Ensure outdoor areas are checked following rainfall for standing water.
- Maintain safe outdoor environments by monitoring drainage areas and water collection points.
- Conduct regular environmental safety checks.

Water Play Experiences

Water experiences will:

- Be planned as part of the educational program.

- Be supervised by educators at all times.
- Be appropriate to children's age and developmental abilities.
- Include appropriate safety measures before children participate.
- Be discontinued immediately if supervision cannot be maintained.

Active Supervision

Educators will:

- Position themselves to maintain clear sight and hearing of all children.
- Continuously scan the environment for potential hazards.
- Anticipate risks before they occur.
- Respond immediately to unsafe situations.
- Work together to ensure effective supervision is maintained.

Risk Assessment

Risk assessments will be undertaken:

- Before planned water experiences where appropriate.
- Prior to excursions involving access to water.
- When new water play equipment is introduced.
- Following incidents or identified hazards.
- Whenever changes to the environment may affect children's safety.

ROLES & RESPONSIBILITIES

Approved Provider

Will:

- Ensure appropriate water safety systems are implemented.
- Provide resources to support safe supervision and risk management.
- Monitor compliance with legislative requirements.
- Review this policy annually.

Nominated Supervisor

Will:

- Oversee the implementation of this policy.
- Ensure educators understand water safety procedures.
- Monitor supervision practices and environmental safety.
- Ensure identified hazards are addressed promptly.

Educators

Will:

- Actively supervise children during all water experiences.
- Identify and remove water hazards.
- Conduct environmental safety checks.
- Complete required risk assessments.
- Respond immediately to unsafe situations.
- Communicate water safety expectations with children.
- Maintain safe learning environments at all times.

Families

Will:

- Support the service's water safety practices.
- Provide appropriate clothing and spare clothes for planned water play where required.
- Communicate any concerns regarding their child's participation in water experiences.
- Work collaboratively with educators to support children's safety.

GLEN IRIS CHILDCARE CENTRE & KINDERGARTEN IN PRACTICE

At Glen Iris Childcare Centre & Kindergarten Child Care Centre, water safety is embedded into our daily routines and learning environments. Educator's complete regular environmental checks to identify potential water hazards, ensure all water containers are emptied immediately after use and actively supervise children during every water experience. Water play is intentionally planned to support children's learning while maintaining the highest standards of safety through effective supervision, risk assessment and ongoing reflection.

CHILDREN'S VOICE IN ACTION

At Glen Iris Childcare Centre & Kindergarten Child Care Centre, children are encouraged to develop an understanding of water safety through everyday conversations, learning experiences and educator role modelling. Educators support children to recognise safe behaviours around water, follow agreed safety expectations and participate in discussions about keeping themselves and others safe. By involving children in these conversations, we promote their confidence, responsibility and awareness while maintaining appropriate adult supervision at all times.

EXCEEDING PRACTICE

Glen Iris Childcare Centre & Kindergarten Child Care Centre exceeds the National Quality Standard by embedding water safety into everyday practice rather than limiting it to planned water play experiences. Educators proactively identify and remove water hazards, regularly reflect on supervision practices and review environmental risks throughout the day. Family feedback, critical reflection and ongoing professional learning are used to continuously strengthen our water safety practices and ensure they remain responsive to children's needs.

CONTINUOUS IMPROVEMENT

This policy is reviewed through:

- Legislative updates.
- ACECQA guidance.
- Educator feedback.
- Family feedback.
- Environmental safety audits.
- Incident and near-miss reviews.
- Quality Improvement Plan goals.
- Assessment and Rating reflections.
- Ongoing professional learning.

RELATED LEGISLATION

Education and Care Services National Law Act 2010

- **Section 165** – Offence to inadequately supervise children.
- **Section 167** – Protection from harm and hazards.
- **Section 168** – Education and Care Services must have policies and procedures.

Education and Care Services National Regulations 2011

- **Regulation 100** – Risk assessment must be conducted before excursions.
- **Regulation 101** – Conduct of risk assessment for excursions.
- **Regulation 102** – Authorisation for excursions.
- **Regulation 103** – Premises, furniture and equipment to be safe, clean and in good repair.
- **Regulation 113** – Outdoor space—natural environment.
- **Regulation 115** – Premises designed to facilitate supervision.
- **Regulation 168** – Education and care service policies and procedures.

National Quality Standard
Quality Area 2 – Children's Health and Safety
- Standard 2.2 – Safety.

Quality Area 3 – Physical Environment
- Standard 3.1 – Design.
- Standard 3.2 – Use.

Quality Area 7 – Governance and Leadership
- Standard 7.1 – Governance.

Early Years Learning Framework (EYLF) V2.0
- **Practice Principle:** Learning Environments.
- **Practice Principle:** Partnerships.
- **Practice Principle:** Responsiveness to Children.
- **Outcome 3** – Children have a strong sense of wellbeing.
- **Outcome 4** – Children are confident and involved learners.

Victorian Child Safe Standards
This policy supports:
- **Standard 2** – Child safety and wellbeing is embedded in organisational leadership, governance and culture.
- **Standard 8** – Staff and volunteers are equipped with the knowledge, skills and awareness to keep children safe.

RELATED DOCUMENTS

This policy should be read in conjunction with the following Glen Iris Childcare Centre & Kindergarten Child Care Centre policies and procedures:
- Supervision Policy
- Excursions Policy
- Work Health and Safety Policy
- Risk Management Policy
- Incident, Injury, Trauma and Illness Policy
- Emergency and Evacuation Policy
- Outdoor Environment Procedure
- Sun Protection Policy

SUPPORTING DOCUMENTS

The following documents support the implementation of this policy:
- Daily Indoor and Outdoor Safety Checklists
- Water Play Risk Assessments
- Excursion Risk Assessments
- Hazard and Maintenance Register
- Incident, Injury, Trauma and Illness Records
- Staff Induction Checklist
- Supervision Plans
- Professional Learning Records

EVIDENCE OF PRACTICE

The service demonstrates this policy through:

- Daily environmental safety checks.
- Active supervision during water experiences.
- Completed water play and excursion risk assessments.
- Hazard identification and maintenance records.
- Incident and near-miss records.
- Staff induction and training records.
- Reflective practice documentation.
- Family communications.
- Quality Improvement Plan reflections.

REFLECTION & CONTINUOUS IMPROVEMENT

- How do we ensure active supervision is maintained during all water experiences?
- Are potential water hazards identified and removed promptly throughout the day?
- How do educators assess and manage risks before providing water play experiences?
- What have incidents, near misses or reflections taught us about our current practices?
- How do we support children to develop an understanding of safe behaviours around water?
- What improvements could further strengthen water safety across our service?

VERSION HISTORY

Version	Date Approved	Approved By	Summary of Changes
1.0	10 July 2026	Centre Director	New policy developed using the Glen Iris Childcare Centre & Kindergarten Governance Manual template. Aligned with the Education and Care Services National Law, National Regulations, National Quality Standard, ACECQA guidance and Glen Iris Childcare Centre & Kindergarten Child Care Centre practices.