

Director/Responsible Person In-Charge Responsibilities

- Include this procedure in the induction for new teachers/educators (including casuals), students, volunteers and external contractors.
- Document and implement a risk assessment for water-based experiences.
- Ensure teachers/educators (including casuals) are aware of water play supervision strategies detailed in the Supervision Plan.
- Ensure hot water accessible to children is maintained no higher than 43.5°.

Teacher/Educator Responsibilities

- Incorporate water safety concepts into the curriculum.
- Closely supervise children when engaging in water play activities and ensure children are not left unattended for any length of time. Maintain constant visual contact within arm's reach when children are in or near water.
- Ensure children do not participate in swimming activities.
- Empty water containers and troughs onto gardens immediately after use.
- Empty buckets used for cleaning immediately after use. Do not leave full buckets in play areas unsupervised.
- Ensure nappy buckets have a secure lid and are stored in areas that are inaccessible to children.
- Ensure drink water containers are securely sealed, emptied, and cleaned daily.
- Ensure fish aquariums have a secure lid.
- Consume hot drinks away from children, in areas that are not used by children.

Bathing a child

- Closely supervise children at all times. Never leave child unattended for any length of time.
- Before commencing the bath, collect bathing materials e.g., towels, soap, washers.
- Run cold water first and turn off last. Run only enough water to the belly-button height of child sitting.
- Check water temperature is between 37° and 38° before placing child in the bath. Use a water thermometer, or your wrist or elbow.
- Empty water as soon as bath time is over.
- Inform parent/guardian if their child has been bathed.