



# CHARLES WESTON SCHOOL

## Coombs

**Procedure name:** Charles Weston School Coombs Procedures for Water Safety

**Review date:** April 2022

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Activities, excursions and incursions involving water, carry an increased risk, which needs to be considered beforehand. Some water activities will require a risk assessment form to be completed (see below), however, all water activities should incorporate the following supervision and safety guidelines.

### **General Guidelines for Supervision and Safety**

- Ensure the container holding water is not filled to a dangerous depth. Remember that children can drown in very shallow amounts of water.
- Ensure there is no equipment surrounding the water trough or other receptacle that a child could use to climb into the container holding the water.
- Ensure the water activity is within direct eyesight of a staff member at all times.

### **Is a Risk Assessment Form Required?**

- If the activity is a part of the normal preschool program (such as water trough, buckets and paint brushes, watering cans), then no risk assessment form is required but increased supervision and awareness is required.
  - If the water activity is a part of an excursion or incursion, then the risk assessment form will be completed as a part of the planning process for the excursion or incursion.
  - If the activity is an unusual or irregular activity on the preschool or primary school site, then a risk assessment form is to be completed prior to the activity and approved and signed by the Preschool Team Leader or school Principal. Please note: a risk assessment for this type of activity needs to be completed every 12 months.
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