

SWIMMING INSTRUCTION/WATER SAFETY AND EDUCATION POLICY

Policy & Guidance

- This policy applies to programs which have the purpose of teaching swimming and water safety as part of the school curriculum.
- Swimming and water safety is included in the Health and Physical Education Curriculum from Foundation to Level 10. This requires schools to ensure that they are implementing a swimming and water safety program that meets the requirements of the curriculum.
- Individual schools are expected to make decisions about how to best incorporate swimming and water safety into their school programs, based on factors such as access to safe swimming facilities/locations, qualified instructors and their broader learning program.
- To help build schools' swimming and water safety programs, the Department has collaborated with Life Saving Victoria (LSV) in developing a School Swimming and Water Safety Toolkit, which provides a full suite of information on:
 - Water safety messages and statistics
 - Victorian Curriculum as it relates to swimming and water safety
 - Funding
 - Program options
 - The Victorian Water Safety Certificate
 - Resources
 - Professional development
- The Victorian Water Safety Certificate is a Victorian Government initiative, which describes specific competencies that should be achieved by the end of primary school. These competencies identify the knowledge and skills to enable students to safely enjoy water-based activities in calm and shallow aquatic environments. The competencies focus on water safety knowledge, rescue skills, survival sequences and the ability to swim a continuous distance of 50 metres.
- Schools are funded through the Student Resource Package (SRP) to deliver the Victorian Curriculum, including swimming and water safety which is part of the Health and Physical Education curriculum. Funding provided for swimming and water safety education must be used to deliver F-10 swimming and water safety instruction for students, inclusive of costs associated with pool entry and transportation.
- Expenditure will be tracked against the Swimming in Schools CASES 21 code.
- More information is provided in the SRP Targeted Initiatives Guidance on Swimming in School (reference 115).

Purpose

- The purpose of this policy is to ensure that all school swimming and water safety programs at Tarneit Rise Primary School meet the Victorian Curriculum F-10 and provide students with the knowledge and confidence to participate in aquatic activities.

Implementation

- The school will implement a swimming and water safety education program that is compliant with the Health and Physical Education Curriculum as follows:

- The Health and Physical Education curriculum includes four focus areas with specific reference to swimming and water safety which schools are required to teach:

Fundamental movement skills (FMS) — Develop foundation movement and skills to enable students to participate in a range of physical activities. For example, floating and moving the body through water.

Safety (S) — Practise behaviours and skills to keep themselves and others safe in and around water. For example, sun safety, use of protective equipment and first aid.

Lifelong physical activities (LPA) — Understand that swimming can enhance lifelong health-related fitness and wellbeing.

Challenge and adventure activities (CA) — Participate in challenging swimming activities in a range of contexts. For example, triathlon, diving, water polo.

- The school will refer to the Sample Swimming & Water Safety F-10 Progression Model which defines the swimming and water safety competencies expected to be achieved by students by the end of each level in the curriculum.
- As the achievement level of swimming and water safety for students varies across school year levels, swimming programs will allow students to participate at the level appropriate to their individual learning needs.
- The following resources may be utilised by the School
 - VCAA Swimming and Water Safety Teaching Resources: Sample swimming and water safety activities have been developed to support teachers to identify the content descriptors, focus areas and achievement standards where swimming and water safety could be included within a health and physical education teaching and learning program.
 - Swimming in Schools: an overview of swimming and water safety education.
 - Life Saving Victoria Toolkit: a website commissioned by the Department to provide resources, training and professional development for the education sector as well as the aquatic industry to facilitate schools meeting the requirements of the Victorian Curriculum F-10 Health and Physical Education in relation to swimming and water safety education.
 - FUSE — Physical Activity Resources for Remote Learning: ‘dry’ swimming and water safety programs on the Department’s FUSE Remote Learning website, intended to assist in keeping students tracking well with the theoretical aspects of water safety until ‘wet’ classes can resume.
 - FUSE — Swimming and Water Safety Resources: various resources and website links on the Department’s FUSE website.
- The school also may elect to deliver separate, extra-curricular swimming programs that are in addition to the school’s swimming program, such as swimming carnivals, surf camps and training for competitions, which schools can provide on an optional, user-pays basis.
- In describing requirements for a range of venues i.e. swimming pools, surf beaches and open deep water venues, the school does not imply that all such venues will be utilised.
- The principal will ensure that all relevant requirements are met for:
 - supervision levels

- staff and/or instructor qualifications
- other health and emergency and safety precautions.

Staffing Requirements

- At least two staff members will supervise children at swimming and water activities at all times.
- The minimum overall staff–child ratio at swimming pools and other shallow venues will be:

Beginner swimmers - i.e. children with little or no experience including in shallow water.	1:10
Intermediate swimmers - i.e. children with basic skills, able to swim 25 metres with a recognisable stroke.	1:12
Advanced swimmers - i.e. children able to swim fifty strokes using two recognisable strokes and to demonstrate one survival stroke in deep water.	1:15

For surf beaches the ratio will be no more than 1:5

The group must be no more than 50 children.

For open deep water venues, the ratio will be no more than 1:10

Personnel

- A teacher employed by the Department or the School Council will be in attendance and have overall responsibility for the activity and legal responsibility for emergency procedures.
- Other supervising staff will be approved by the Principal. These may include parents/carers, education support class officers, instructors or employees of swimming pools.
- When arranging for supervision of swimming or water activities the school will take into account the age and experience of the children as well as the venue and experience of staff.

Qualifications

- All supervising staff must be capable and have the knowledge and skills to teach swimming and water safety and for emergency rescue and cardio pulmonary resuscitation (CPR).
- Appropriate levels of competence are the rescue and CPR requirements specified in the certificates for:
 - AUSTSWIM Teacher of Swimming and Water Safety
 - Surf Life Saving Australia (SLSA) Bronze Medallion or Surf Rescue Certificate
 - Royal Life Saving Society – Australia (RLSSA) Bronze Medallion or Pool Lifeguard Certificate
 - Life Saving Victoria (LSV) Community Surf Life Saving Certificate.
- At a swimming pool or a natural water shallow and confined venue, one staff member must hold an AUSTSWIM Teacher of Swimming and Water Safety Certificate and, where possible, a second staff member should hold the same certificate.

- At an open deep water venue and at a surf beach, all staff must hold an AUSTSWIM Teacher of Swimming and Water Safety Certificate and at least one staff member must hold a current Bronze Medallion or Surf Rescue Certificate from Surf Life Saving Australia (SLSA) and a Community Surf Lifesaving Certificate from Life Saving Victoria (LSV).
- It is unlikely that the school will participate in recreational swimming, but for further information please refer to the Safety Guidelines for Education Outdoors website, including the recreational swimming activity guidelines within [Department resources](#) at the web reference below.
- A record of staff swimming and water safety qualifications will be maintained at the school and include the date of issue of the qualification and formal notification of any subsequent renewal or upgrade.

Emergency Procedures and Safety Measures

- The school will have a clearly written set of emergency procedures that:
 - is understood by those involved in the program
 - includes: rescue, resuscitation and first aid procedures
how to contact a doctor, ambulance or emergency service
the supervision and safety of all other children at the venue
 - is in harmony with the procedures used by pool owners, pool managers or rescue and life-saving patrols and outlines areas of responsibilities and organisation required to carry out a rescue and maintain child safety.

Note: The teacher in direct control of the swimming group is legally responsible for implementation of the procedures that may include the involvement of others who have more experience in dealing with emergencies.

- The school will ensure that:
 - all staff are dressed appropriately to perform an immediate contact rescue
 - each staff member is positioned to account for all children in their respective swimming groups at all times
 - a 'buddy' system is used during lessons and incorporated into the emergency plan as a check of child safety
 - all staff must be prepared for and able to cope with an emergency rescue and apply CPR
 - aids such as ropes, poles and approved buoyancy devices are immediately available at each teaching station and other places where children are swimming or diving
 - swimming programs are not conducted if the water temperature is low and there is a risk of hypothermia
 - children are protected from excessive exposure to sunlight and the resulting sunburn with:
 - hats
 - sunglasses
 - protective clothing
 - broad-spectrum sunscreen creams and lotions
 - waterproof sun creams or clothing while in the water.
- The teacher-in-charge will
 - liaise with the pool owners, pool managers or rescue and life-saving patrols to ensure practices are in harmony with the procedures used at the venues

and outlines areas of responsibilities and organisation required to carry out a rescue and maintain child safety

- know the location of first aid, rescue and resuscitation equipment
 - know where the telephone is for ambulance or other emergency service
 - know the name and phone number of a local doctor
 - ensure ropes, poles and approved buoyancy devices are immediately available at each teaching station and other places where children are swimming or diving
 - convey this information to all other school staff and assisting personnel (parents, SSO staff)
- In an emergency,
 - the teacher who first becomes aware of the emergency will signal or call for assistance from the closest teacher and venue personnel before attending to the person at risk
 - all children will be instructed to leave the water, gather and remain in a pre-determined location at the venue.
 - the children will be supervised by staff and other assisting personnel (parents, SSO staff) not directly involved in the emergency.
 - all staff must be dressed appropriately to perform an immediate contact rescue
 - as appropriate, staff will access the rescue aids which have been placed there before the session commenced
 - all staff must be prepared for and able to cope with an emergency rescue and apply CPR
 - whilst each staff member will be ready to provide such first aid and CPR as is required or call a doctor or ambulance, it is expected that venue staff will assume responsibility for this at the earliest possible time
 - once the safety of all children is assured, the teacher-in-charge of the program will advise the school Principal
 - the Principal will contact the child's parent/guardian
 - depending on the nature of the emergency, the Principal may or may not advise Security Services
 - Each staff member must be positioned to account for all children in their respective swimming groups at all times.
 - A 'buddy' system will be used during lessons and incorporated into the emergency plan as a check of child safety.
 - Swimming programs will not be conducted if the water temperature is low and there is a risk of hypothermia.

Health Precautions

- The Principal will ensure that:
 - children suffering from contagious infections are not permitted to enter swimming pools until they have recovered, e.g. ear and throat infections, colds, papillomas
 - supervising staff know the medical histories of children in the program, particularly with respect to epilepsy, diabetes, asthma and heart conditions

- For children with chronic illnesses the school will obtain parent permission before the child is involved in a swimming program and advise the parents to obtain medical advice if there is any doubt about the child's reaction to any aspect of the program.

Special Precautions

Epilepsy

If a child has epilepsy, or any other form of medical condition involving periodic loss of consciousness, the school may permit the child to swim if a valid medical certificate is provided by the parents stating that it is safe.

Note: Such a certificate is usually valid for 12 months, however a new certificate is required if loss of consciousness is known to have occurred. A certificate that is conditional upon special precautions should not be accepted unless the parents arrange for additional supervision and accept responsibility for the safety of their child during swimming classes; and then only if the Principal is satisfied that the arrangement will not interfere in the conduct of the class.

Asthma

If a child has asthma and may require medication before a swimming lesson, the child may participate if the parents provide written consent of their child's participation and indicate that their doctor also has no objection and the child's medication is available at the swimming venue.

Diabetes

If a child has diabetes the child may participate if the child takes extra food before activities to prevent insulin or hypo glycaemic reactions e.g. fruit, biscuits or fruit juice.

- If special precautions are required and the school is not able to provide the necessary supervision, the parents/carers must take responsibility for ensuring that safety requirements are met without interference with the swimming class supervision. If a child's suitability for inclusion in a school swimming program is in doubt, the Principal will consult the parent/carer and the child's doctor.
- All parents holding a current Health Care Card or Veterans Card are eligible to apply for the Camps Sports and Excursions Fund (CSEF). This money will be used only to pay/offset for camps, sports and excursions, which may include the swimming program.
- Please refer to the school's Camps & Excursions Policy, Medical Emergencies Policy and the more detailed policies relating to Asthma Management, Diabetes Management and Epilepsy Management.

Evaluation

- The policy will be reviewed as part of the school's three-year review cycle or if guidelines change (latest DET update mid June 2020).

<u>Ratification Date</u>	<u>Review Date</u>	<u>Policy Number</u>	<u>Version Number</u>	<u>Date Produced</u>
Sept 2020	2023	83	2	Sept 2017

References:

<http://www2.education.vic.gov.au/pal/swimming-instruction-and-water-safety-education>

