

VICSWIM Summer Kidz Supervision Policy

The safety and well-being of students is one of VICSWIMs top priorities. This Supervision Policy is designed to ensure a secure and enjoyable environment for all participants.

1. Parent/Guardian Availability:

- a. Parents/guardians must be available to collect students during the lesson if assistance is required, and immediately at the end of every lesson.
- b. In case of an emergency or unforeseen circumstances, parents/guardians are expected to be reachable and available to attend the lesson space promptly.

2. Accompaniment by an Adult:

- a. All children must be accompanied to and from the venue or location by a parent/guardian over the age of 16 years.
- b. Parents/guardians are responsible for ensuring that children arrive safely and are picked up promptly at the conclusion each lesson.

3. During Lessons:

- a. Parents/guardians must not leave the venue or VICSWIM location while the children are in their swimming lesson.
- b. Continuous supervision is crucial for the safety and well-being of all participants, and the presence of parents/guardians contributes to a secure learning environment.
- c. Parents/guardians are required to accompany their child to the toilet if required. The VICSWIM teacher is unable to leave the supervision of any children in their class to assist a child to the parent or bathroom.
- d. If the child requires first aid it is the responsibility of the VICSWIM teacher to either: inform the lifeguard on duty to assist in providing first aid and hand over duty of care to the lifeguard or hand over duty of care to the child's parent/guardian to allow them to accompany their child to the first aid room. A parent/guardian should always be available to attend a first aid incident should it occur.

4. Start and end of lessons:

- a. Parents/guardians are requested to ensure punctual drop-off and pick-up of their children from lesson space.
- b. Late arrivals or delays in picking up children may disrupt the smooth conduct of lessons and inconvenience other participants.

5. Before and After lessons:

- a. Any recreational swimming undertaken before or after the VICSWIM lesson is the responsibility of the parent/guardian and is not the responsibility of VICSWIM or VICSWIM Teachers, Lifeguards or Administration staff.

6. Active supervision:

- a. Active supervision is the continuous, uninterrupted monitoring of individuals or activities to ensure a safe and secure environment. By observing and listening to ongoing activities to respond quickly and effectively to any potential risks or emergencies.

- b. To maintain active supervision guardians should be within close proximity to the lesson or students' recreational activity, free of interruptions and distractions including mobile phones and observant to any potential risks.
- c. Parents/guardians are required to supervise and have direct line of sight of their child whilst they are participating in swimming lessons at the centre or open water location.
- d. The [Watch Around Water](#) program is an important industry driven program that contributes significantly to ensuring the safety and reducing risk at our public swimming pools. All facility guidelines must be followed if you are attending a program at a *Watch Around Water* provider.

7. Breach of policy:

- a. Any student who does not have an adult present will remain in the care of the VICSWIM teacher. In the event that a child's parent/guardian can not be found, the VICSWIM teacher will inform the Duty Manager at a pool location, or at any other location call the Regional Coordinator. VICSWIM and facility staff will care for children until a parent or guardian arrives.
- b. Breach of this policy may result in
 - i. Cancellation of students swimming lesson program without refund
 - ii. Aquatic facilities following their unaccompanied minor policy and procedure which may include notifying authorities.

By enrolling in VICSWIM, you acknowledge that you have read and understood this Supervision Policy.