

## YARD DUTY/SUPERVISION

### Rationale

- Adequate supervision of students in the schoolyard is a requirement of the school's duty of care.
- School authorities in breach of their duty of care may be liable for injuries to students.
- In schools there must be clearly allocated specific responsibilities to staff members to undertake student supervision, as determined by the needs of the school, to protect students from reasonably foreseeable risks of injury including hazards that are known or could have reasonably been foreseen and prevented.
- This duty extends to intervention in single sex areas by a teacher of the other gender, if required.

### Purpose

- To ensure Newport Gardens Primary School satisfies its duty of care in supervising students.
- To ensure the school complies with DET policy and guidelines.

### Implementation

- The school has developed a prerequisite Duty of Care Policy.
- Principal will arrange for student supervision according to school needs and ensure the staff is aware of their responsibilities to supervise students during school times as well as before and after school.
- There will be clearly allocated specific responsibilities to staff members to undertake student supervision, as determined by the needs of the school, to protect students from reasonably foreseeable risks of injury including hazard that:
  - are known
  - could have been foreseen and prevented.
- Parents/guardians will be informed that the care and supervision of students travelling to and from school and outside the times of school supervision before and after school is their responsibility.
- The Principal will ensure that school supervision is provided for fifteen minutes before and after school.  
Note: The Principal has determined that more than the mandatory ten minutes supervision is required before and after school due to local circumstances.
- Parents/guardians will be regularly informed about supervision available before and after school.
- The Principal will ensure that sufficient teachers are available to supervise the departure of students at the end of the school day.
- It is essential that teachers supervising departures are not called away for other duties without alternate supervision being arranged.
- Students will be supervised during recess and lunch.
- Leaving the school grounds for lunch will be discouraged.
- Students will be supervised at all times when outside the school grounds for example attending swimming classes, at sport or on excursions.
- The school will be alert to situations in which immediate and positive supervision may be required. If for example, a live power line came down outside the school, no emergency workers had arrived and children were about to be dismissed to walk home, the school would not allow the children to walk out to that danger unsupervised.
- If circumstances warrant, the Principal will arrange for supervision of exit and entry points.
- Through the school newsletter, parents will be encouraged to avoid talking to teachers about their child's progress and should arrange another time for this discussion.
- Please refer also to the school's Duty of Care Policy, the Swimming/Water Safety Policy and the Camps & Excursions Policy.

### Evaluation

- This policy will be reviewed as part of the school's review cycle or if guidelines change (latest DET update late September 2013).

This update was ratified by School Council on August 16<sup>th</sup> 2016

Reference:

[www.education.vic.gov.au/school/principals/spag/safety/pages/supervision.aspx](http://www.education.vic.gov.au/school/principals/spag/safety/pages/supervision.aspx)

