



Rationale:

Adequate supervision of students in the school yard is a requirement of the school's duty of care.

Aims:

To provide adequate and appropriate supervision of students in the school.

Implementation:

- Supervision of students is the responsibility of all staff.
- A roster system will be used to timetable staff members for yard supervision.
- Yard supervision will include before school, break times, and after school.
- Parents will be informed regularly via the newsletter that staff members are not on yard duty until 8:45am each morning and not after 3:45pm each afternoon. Parents are asked not to send their children to school before 8:45am and to collect children by 3:45pm. The supervising teacher will direct students still in or about the schoolyard after that time to the school office and parents will be contacted by phone.
- Yard duty staff members will be provided with a bag containing basic first aid supplies.
- In addition, staff will be responsible for supervision of the first aid room during recess and lunch times. There will be a Level 2 first aid trained staff member/s for additional support if required and if available on site.
- Staff members who are aware that they cannot fulfil their yard duty obligations due to appointments or excursions etc are required to either make a swap with another staff member, or discuss the matter with the Assistant Principal.
- Staff members are required to wear hats from the 1st September until the 30th April, in accordance with the SunSmart Policy.
- Staff members are required to wear fluoro vests whilst on yard duty for easy identification.
- Staff on yard supervision, where appropriate, should approach unknown people in the yard, or notify staff in staffroom and/or office for assistance if they feel there is a threat to staff or students. The Orange Alert card in the bag can be sent in with two children to elicit support.
- This card can also be used for any dangerous situation that may require more staff outside e.g. children fighting.
- In the bag there will also be Office Aid passes. Children are not to enter the building for first aid without a pass. This enables minor complaints to be dealt with outside e.g. bandaids, tissues.
- Yard duty teachers will monitor the yard for any hazards, notifying office for any assistance where required.
- Corridors and stairs will be supervised by staff when children are moving to and from breaks and whole class activities.
- In inclement weather students will be supervised inside.

Evaluation:

This policy will be reviewed as part of the school's three-year cycle. Next review 2017.

This policy was ratified by school council on the