

Yard Duty and On-site Supervision

(Last DET Update: 19/04/17)

First Developed: May 2015

Reviewed/Updated: November 2015

February & August 2016

and April 2017

1. Background and Information

Rationale

- Adequate supervision of children within the school environment 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 children.
- 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 children from reasonably foreseeable risks of injury including hazards that are known or could have reasonably been foreseen and prevented.
- Supervision extends to classrooms and other teaching and learning areas within the school.
- This duty extends to intervention in single sex areas by a teacher of the other gender, if required.
- Parents/carers are responsible for student safety when travelling to and from school. They should provide adequate supervision for students entering or exiting the school at the beginning and end of the day. They should obey traffic and parking regulations.

Further information

Reference:

www.education.vic.gov.au/school/principals/spag/safety/pages/supervision.aspx

Please refer also to the school's *Duty of Care Policy, Incursions (Safety of Children Working with External Providers) Policy* and the *Communication Procedures & Schedule Policy*. Please refer to the school's the *Swimming Instruction & Water Safety Policy* and the *Child Safe Standards*.

2. Carranballac College Yard Duty and On-site Supervision Policy (August 2017)

Purpose

- To ensure Carranballac P-9 College satisfies its duty of care in supervising children.
- To ensure the school complies with DET policy and guidelines.
- To ensure the school has strategies in place to comply with the Child Safe Standards.

Implementation

- The safety and wellbeing of children is this school's highest priority.
- The Principal will arrange for supervision according to school needs and ensure the staff are aware of their responsibility to supervise children during school times as well as before and after school.
- Areas coming under supervision will include the school oval, adventure playground, areas between buildings, games areas (e.g. netball courts) and the school canteen if applicable as well as in classrooms.
- If circumstances warrant, the Principal will arrange for supervision of exit and entry points.
- Children will be supervised during recess and lunch.
- The Principal will ensure that school supervision is provided for fifteen minutes before and after school.
- Parents/carers will be regularly informed about the supervision that is available before and after school.
- The Principal will ensure that sufficient teachers are available to supervise the departure of children at the end of the school day.
- 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.
- Staff members are expected to be on yard duty at the appointed times.
- Students leaving the school grounds for lunch will be discouraged. If a child is to leave the school grounds during lunch or recess, the parent/carer must provide a written request.
- Students will be supervised at all times when outside the school grounds for example attending swimming classes, at sport or on excursions.
- It is essential that teachers supervising departures are not called away for other duties without alternate supervision being arranged.
- Through the school newsletter, parents/carers will be encouraged to avoid talking to teachers about their child's progress and should arrange another time for this discussion.
- Children will be closely supervised during swimming and off-site sporting activities and/or other excursions.

Ratification and Review

This policy will be reviewed as part of the school's three-year review cycle or if guidelines change (latest DET update late April 2017).

This policy was ratified by School Council on 1st August 2017