

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 yard.

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, recess and lunch breaks, and after school.
- Parents will be informed regularly via the newsletter that staff members are not rostered to take yard duty until 8:35am each morning. Parents are discouraged from sending their children to school before this time.
- Parents will also be informed via the newsletter that staff members will not be rostered to undertake yard supervision after 4:00pm each day. Parents are required to make sure that their children have been collected or have left the school grounds by this time. Students still in or about the school yard after that time will be brought to the school office by the supervising teacher and parents contacted. A commercial out of hours care program will be offered.
- The small group of teachers who undertake bus duty each morning and afternoon will be excluded from additional yard duty.
- The yard supervision roster will basically require staff members to undertake yard duty before school, for half of recess or half of lunchtime, or after school on specific days.
- An experienced teacher will be responsible for coordinating the roster, and for negotiating specific duty times or days with individual staff members.
- The roster will require a minimum of three staff members on duty at any one time, each responsible for supervising a designated area of the school.
- Yard duty staff members will be provided with a bum bag containing basic first aid supplies, pad and pencil, and an operable cordless phone.
- In addition, Level 2 first aid trained staff members will be responsible for supervision of the first aid room during recess and lunch times.
- Yard duty staff members will keep a record of individual student behaviour.
- Casual Relief Teachers will be responsible for the yard duty responsibilities of staff members they are replacing.
- 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 coordinating teacher.
- Staff will be provided with hats and sun block for periods of hot weather.
- Staff on yard supervision must approach intruders or unknown people in the yard, or alternatively use the phone provided to seek assistance.

EVALUATION:

To be reviewed as part of the school's three year review process.

This policy was last ratified by School Council in...

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