

YARD SUPERVISION POLICY

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 when they are not in timetabled classes.

Implementation:

- Supervision of students is the responsibility of all staff.
- A roster system will be used to time-table teachers 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 are not rostered to take yard duty until 8:40am each morning. Parents are discouraged from sending their children to school before this time.
- Parents will also be informed via the newsletter and webpage that staff will not be rostered to undertake yard supervision after 3:45pm 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. (Year 12 students and those engaged in special programmes excepted)
- 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 require staff members to undertake yard duty before school, for half of recess or half of lunch-time, or after school on specific days.
- The Time-tabler and/or Daily Organiser 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 five staff members on duty at any one time, each responsible for supervising a designated area of the school.
- Level 2 first aid trained staff members will be responsible for supervision of the first aid room during recess and lunch times.
- Inappropriate behaviours may be noted on XUNO by Yard Duty Teachers
- 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 Daily Organiser.
- Staff will be provided with high vis vests and sun-block for periods of hot weather.
- Staff on yard supervision must approach intruders or unknown people in the yard, or to seek assistance.



Extreme weather arrangements

On particularly inclement days (as determined by the Assistant Principal), notice of a “Wet weather day” or “Extreme heat day” will be posted using usual communications channels, (XUNO, Bulletin, PA,)

- Yard Duty teachers’ routes/areas will change to indoors arrangements
- Extra Yard Duty arrangements may be assigned by the Daily Organiser to support the canteen (First half of lunch) and/or the library (second half of lunch)

Evaluation:

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

This policy was last ratified by School Council in June 2017