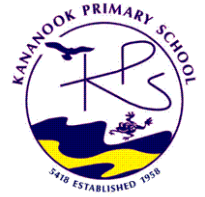


YARD DUTY AND SUPERVISION POLICY (FOR PARENTS AND STUDENTS)



PURPOSE

To ensure parent and students understands the supervision and yard duty policy of Kananook Primary School.

SCOPE

Kananook Primary School understands it holds a high standard of care in relation to students at school. Appropriate, well-organised and responsive supervision of students during class time, recess and lunch is an important aspect of keeping students safe at school. It also enables staff to identify and respond to possible risks at school as they arise.

All staff participate in Kananook Primary School's yard duty roster and school supervision requirements, and follow clear procedures for responding to accidents or incidents in the playground and learning areas.

POLICY

Before and after school

Kananook Primary School grounds are supervised by school staff from 8:45am until 3:45pm. Outside of these hours, school staff will not be available to supervise students.

If students are onsite after 3:45pm they must go to the school office immediately where arrangements will be made for them to be collected.

The Bike Shed will be supervised before and after school according to the above times, along with the bus stop located at the front of the school.

School staff are rostered on for yard duty before school, during recess, lunch and after school. School grounds are supervised before school at 8:45am.

After school, staff supervise until 3:45. Students on school grounds outside these times will **not** be supervised (unless they attending a before or after school care program or supervised extracurricular activity).

Parents/carers are requested to ensure that students do not arrive early or stay late after school unless they are attending before or after school care, or a pre-arranged supervised activity (i.e. sports practice).

Kananook Primary School has in place a number of internal policies and procedures in place to respond to specific circumstances and potential risks in schools, including:

- Camps and excursions
- First Aid
- grounds management and tree maintenance
- student private property.

School staff, parents and students are encouraged to speak to our principal class or at the office, if you have any concerns about potential risks at our school, or our duty of care obligations.

FURTHER INFORMATION AND RESOURCES

- School Policy and Advisory Guide:
 - [Supervision](#)
 - [Duty of Care](#)
 - [Child Safe Standards](#)
 - [Visitors in Schools](#)
- Camps and Excursions Policy
- First Aid Policy
- Student Wellbeing and Engagement Policy
- Visitors Policy
- Volunteers Policy

REVIEW CYCLE AND EVALUATION

DEVELOPED/REVIEWED	July 2023
CONSULTATION	<ul style="list-style-type: none"> • Staff – • School Council – • Education sub-committee • students
ENDORSED BY PRINCIPAL	July 2023
EVALUATION	This policy will be reviewed every two years as part of the school's review cycle, or as required due to changes in relevant Acts, Laws, DET mandates, or should situations arise that require earlier consideration.