

Supervision Policy – Parents and Students

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

School staff are rostered on for active yard supervision before school, recess, lunch and after school. School grounds are supervised before school at 8:45am, at the front of the school, the Agora and the Oval/Basketball Courts. After school, staff supervise the front of the school, the Agora and the Oval/Basketball Courts until 3:30pm. Students on school grounds outside these times will **not** be supervised. Parents and carers should not allow their children to attend Derrimut Primary School outside of these hours. Families are encouraged to contact Derrimut YMCA on [\(03\) 8371 0500](tel:0383710500), or refer to <http://www.childrensprogramms.ymca.org.au/school-care.html> for more information about the before and after school care facilities available to our school community.

If a student arrives at school before supervision commences at the beginning of the day, the principal or nominee staff member will, as soon as practicable, follow up with the parent/carer to:

- advise of the supervision arrangements before school
- request that the parent/ carer make alternate arrangements.

If a student is not collected before supervision finishes at the end of the day, the administrative staff, principal or nominee staff member will consider whether it is appropriate to:

- attempt to contact the parents/carers
- attempt to contact the emergency contacts
- place the student in an out of school hours care program (if available)
- contact Victoria Police and/or the Department of Health and Human Services (Child Protection) to arrange for the supervision, care and protection of the student.

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

Evaluation

This policy will be reviewed as part of the school's 4 year review cycle.

This policy was last ratified by School Council in 2019 and will be reviewed in 2023.