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|  | **SUPERVISION OF GROUNDS POLICY** |  |
| **PURPOSE**   * To ensure that the welfare of students and other parties using school facilities remains a key priority for staff. * To ensure that staff are fully aware of their obligations in the effective supervision of students and other facility users outside the classroom.   **IMPLEMENTATION**   * + Teachers on duty will supervise all schoolyard areas, constantly monitoring the basketball court, the oval, the playground as well as the asphalted areas around the school and toilet areas.   + The supervision of students is to be a shared task of teaching staff using 15 minute blocks at recess and 25 minute blocks at lunch time. As a staffing agreement, a 30 minute lunch break is available to each staff member rostered for duty. Specialist and part-time teachers will be required to assist in grounds supervision on this roster.   + A roster of supervision is to be established, presented to each staff member and displayed in the staff room. The staff roster sheet will display supervision details to ensure all teachers, including relieving teachers are aware of the nature of their duty.   + Wet and hot day supervision is to be managed by class teachers as per the normal roster.   + Students requiring first aid will be sent inside at the discretion of the yard duty teacher, with another student and taken to the sick bay and left in the care of the rostered on first aid trained person.   + At 3.45 pm the duty teacher will take any uncollected children to the front office where they will wait to be collected by a parent/guardian.   + Daily monitoring of supervision roster by all staff is required to ensure supervision is occurring appropriately. A review of the roster will occur at the beginning of each term.   + Students are to be encouraged:   a. to play their games safely,  b. to use equipment and facilities as designed or intended,  c. to be responsible for their personal and playground cleanliness  d. to show consideration for others,  e. to enjoy to the fullest their leisure period.   * Staff supervising grounds must be active and vigilant when moving around the grounds, and avoid being stationary for extended periods. Staff should take appropriate steps in the event of an incident   **This policy will be reviewed in accordance with the Whole School Management Plan.** | | |