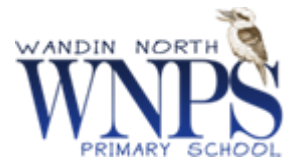


# YARD DUTY AND SUPERVISION POLICY (PARENTS AND STUDENTS)



Wandin North Primary School upholds a high standard of care for all students. 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 Wandin North 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.

School staff are rostered on for yard duty during recess, lunch and after school. Before school, Wandin North Primary School's 'open door policy' means teachers are present in or out-front of classrooms from 8:45am. During this time, supervision is restricted to our 'middle area' and surrounding classrooms – places like playgrounds and the oval are not supervised and parents are encouraged to avoid dropping students off in these spaces. After school, staff supervise both entrance gates from 3:30 until 3:45. Students who have not been collected by this time will be brought to the office to wait for parents/carers under supervision. Students on school grounds outside these times will **not** be supervised (unless they are 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).

Wandin North 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, Paul Bailey if they have any concerns about potential risks at our school, or our duty of care obligations.

## EVALUATION AND REVIEW CYCLE

This policy was last updated in August 2021

This policy is scheduled for review in August 2022