

YARD SUPERVISION

NARANGA SCHOOL POLICY

Rationale:

It is a requirement of the school's duty of care to provide a safe schoolyard environment.

Aim:

To provide effective and appropriate supervision of students in the schoolyard.

Implementation:

- Supervision of students is the responsibility of all staff.
- A roster system will be used to timetable staff members for yard supervision.
- The yard supervision roster will require staff members to undertake yard duty before school, recess or half of lunch-time. All staff are required to supervise students to the gate next to the front office for their buses or to the parent pick-up point after school.
- The roster will require a minimum of two staff members on duty at any one time, in each section of the school, each responsible for supervising a designated area. The number of students in the yard will determine the number of staff on duty at any one time.
- Staff will wear brightly coloured safety vests while on duty for ease of identification.
- Yard duty staff will inform the head of section or the classroom teacher of any significant issues, and will report these on Sentral as appropriate.
- Casual Relief Teachers will be responsible for the yard duty responsibilities of staff members they are replacing.
- Parents will be regularly informed via various communication methods that staff are not rostered to take yard duty until 8:45am each morning. If students arrive early they are to go to the Wellbeing room.
- Students still in or about the school at the end of the school day will be brought to the school office by the supervising teacher to wait for parents to pick them up.
- An assistant principal will be responsible for coordinating the roster and for negotiating specific duty times or days with individual staff members.
- Should staff find themselves in situations such as fights, pushing, or bullying **Duty of Care considerations** are:
 - Never put yourself in danger
 - Minimise the possibility of injury to any person
 - Take some form of proactive action
 - Contact the office/other staff for support
 - Only consider using physical intervention when it is apparent that severe injury may occur if you do not intervene.
- 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 assistant principal.
- Staff on duty are encouraged to wear hats and sun-block for periods of hot weather.
- Staff on yard supervision must approach intruders or unknown people in the yard, or alternatively contact the office for staff support with regard to **occupational health and safety concerns**.

This policy was last ratified by School Council in....

May 2015