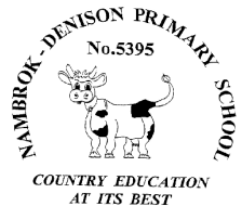


# Nambrok Denison Primary School



## Yard Duty and Supervision Policy

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### **Rationale:**

Adequate supervision of students in the school yard is a requirement of the school's duty of care.

### **Aims:**

To provide adequate and appropriate supervision of students in the school yard

### **Implementation:**

- Supervision of students is the responsibility of all staff.
- A roster system will be used to timetable staff members for yard supervision.
- Yard supervision will include before school, recess and lunch breaks, and after school.

Before school gate duty– 8:30am-9:00am

Recess – 10:30am-11:00am - active yard supervision

Lunchtime – 1:10-2:00pm - active yard supervision

After school – 3:15-3:30pm – front gate to car supervision

Parents will be informed regularly via the newsletter that the gate is locked until 8:30am each morning, with no staff on duty.

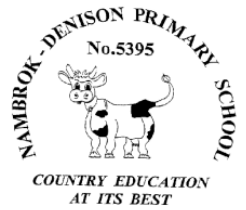
Parents will also be informed via the newsletter that staff members will not be rostered to undertake yard supervision after each day. Parents are required to make sure that their children have been collected or have left the school grounds by this time. Students still in or about the school yard after that time will be brought to the school office by the supervising teacher and parents contacted.

The yard supervision roster will be equitably divided between all teaching staff. Each teaching staff member's roster may include: before school, half of recess, part of lunchtime, and/or after school on specific days.

The Principal, or allocated staff member, will be responsible for coordinating the roster, and for negotiating specific duty times or days with individual staff members.

The roster will require one staff member on duty at any one time. This staff member is responsible for supervising the designated play areas of the school yard for the specified time.

# Nambrok Denison Primary School



## Yard Duty and Supervision Policy

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Yard duty staff members will keep a record of individual student behaviour on Compass.

A Level 2 trained staff member will be responsible for supervision of the first aid room during recess and lunch times.

Casual Relief Teachers will be responsible for the yard duty responsibilities of staff members they are replacing, or as designated by the principal

Staff members who are aware they cannot fill 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 principal.

Staff are required to wear a hat and apply sunscreen during Terms 1 and 4.

Staff on yard supervision must approach intruders or unknown people in the yard and seek assistance if required.

Staff members have a legal responsibility to be on time when doing yard duty, and must ensure that all students have left the yard before completing their roster at the end of recess, lunch and end of day.

Teachers are responsible for the direct supervision of students during their timetabled classes.

### **Evaluation:**

This policy will be reviewed annually.

Last Reviewed March 2024.

<b>Ratified at School Council</b>	N/A
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