



YARD DUTY SUPERVISION PARENTS & STUDENTS



Help for non-English speakers

If you need help to understand the information in this [policy](#) please contact the Principal on chiltern.ps@education.vic.gov.au

Chiltern 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 Chiltern 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. School grounds are supervised before school at 8:50am. After school, staff supervise the crossing and the school bus. 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).

Chiltern 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, Louise Tempany if you have any concerns about potential risks at our school, or our duty of care obligations.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Included in staff induction processes
- Discussed at staff briefings or meetings, as required

- Made publicly available on the school website
- Made available in hard copy from school administration upon request

Policy last reviewed	March 2023
Consultation	School Council
Approved by	Principal
Next scheduled review date	March 2024