

YARD DUTY SUPERVISION POLICY FOR PARENTS AND CARERS



Charles La Trobe College takes a zero-tolerance approach to child abuse and is fully committed to ensuring that its strategies, policies, procedures and practices meet all Child Safety Standards as specified in Ministerial Order No. 870 (2015)

Charles La Trobe College 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 participate in Charles La Trobe College'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 before school, during recess, lunch and after school. School grounds are supervised before school for 15 minutes before the school bell/commencement of classes; times and locations vary for each of the four campuses.

After school, staff supervise for 15 minutes after the school bell/end of classes; times and locations vary for each of the four campuses.

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).

Charles La Trobe College 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 the sub-school or campus principal if they have any concerns about potential risks at our school, or our duty of care obligations.

REVIEW

This policy will be reviewed annually or if guidelines change.

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Latest DET update Feb 2018.

RATIFICATION

This policy does not require school council ratification.