



THE LAKE PRIMARY SCHOOL

YARD SUPERVISION POLICY

Rationale:

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

Aims:

To provide adequate 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
- Yard supervision will include before school, (8:30-9:00am) lunch, (11:00-11:45am) recess, (1:45-2:15pm) and after school (3:15-3:30pm)
- Parents will be informed via the newsletter that staff members are not rostered to take yard duty until 8:30am each morning. Parents are discouraged from sending their children to school before this time.
- Parents will also be informed via the newsletter that staff members will not be rostered to undertake yard supervision after 3:30pm 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. A commercial 'Out of Hours' care program will be offered
- A small group of teachers will undertake car park duty each afternoon
- The yard supervision roster will basically require staff members to undertake yard duty before school, for half of recess or half of lunchtime, or after school on specific days
- An experienced teacher will be responsible for coordinating the roster, and for negotiating specific duty times or days with individual staff members
- The roster will require a minimum of two staff members on duty at any one time, each responsible for supervising a designated area of the school
- Yard duty staff members will be provided with a bum bag containing basic first aid supplies, pad and pencil, and an operable walkie talkie
- In addition, Level 2 first aid trained staff members 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
- 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 coordinating teacher
- Staff will be provided with hats and sun block for periods of hot weather
- Staff on yard supervision must approach intruders or unknown people in the yard, or alternatively use the phone or walkie-talkie provided to seek assistance
- Staff members must be prompt at arriving at their yard duty location on time, and must ensure that all students have left the yard before completing their roster

Evaluation:

To be reviewed as part of the school's review process.

This policy was last ratified by School Council on 23/02/2021

Yard Duty Areas

- Red:** MPR Area and adventure playground
- Green:** Cricket Oval, 1/2 play equipment & Tennis Courts
- Blue:** Football Oval, old toilets & between buildings

