

## Yard Duty Policy

### 1. RATIONALE

Templestowe Park 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 staff participate in Templestowe Park 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.

### 2. GOALS

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

### 3. IMPLEMENTATION

- 3.1 School staff are rostered on for yard duty before school, during recess, lunch and after school. School grounds are supervised before school commencing at 8:30am. After school, staff supervise from 3.30 pm to 3.45 pm in three separate student collection areas (Church Rd, Niland Rise and Jacobena Place). 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).
- 3.2 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).
- 3.3 Templestowe Park Primary School has in place a number of internal policies and procedures to respond to specific circumstances and potential risks in schools, including:
  - Staff Yard Duty Supervision Policy
  - Camps and Excursions
  - First Aid
  - OHS.
- 3.4 School staff, parents and students are encouraged to speak to the Principal if there are any concerns about potential risks at our school, or our duty of care obligations.

### 4. BUDGET

NA

### 5. EVALUATION

This policy will be reviewed by staff and the Education Sub Committee as part of the school's policy review process.

Ratified by School Council: Ratified by School Council ??