

Supervision Policy

This policy is compatible and compliant with The Brotherhood of St Laurence – High Street Centre Frankston, Victorian Registration and Qualifications Authority (VRQA) and the broader Brotherhood of St Laurence policies.

The Supervision Obligation

David Scott School and its teachers owe a duty to take such measures as are reasonable in all the circumstances to protect students from risks of harm that reasonably ought to be foreseen. Refer to Student Duty of Care Summary for more detail.

The provision of adequate supervision is fundamental to ensuring that David Scott School meets its duty of care obligations.

Policy Background and Purpose

David Scott School is committed to providing a safe environment for all our students when they are in the care of the school.

It is our policy that:

- Supervision is provided to students having consideration to the degree of care needed for the protection of students and having regard to:
 - their age, skill and experience;
 - any physical and/or intellectual impairments;
 - existing medical conditions;
 - known behavioural characteristics;
 - the nature of activities being undertaken and hazards
- Supervising staff receive first aid training and adequate first aid facilities are available having regard to the nature of the activities being undertaken (refer to First Aid Policy)
- Accidents and incidents are promptly dealt with through appropriate treatment and/or intervention
- Material accidents and incidents are recorded and corrective action implemented where required (refer to policies relating to reporting of safety hazards and capturing records of student injuries).

David Scott School has developed the following guidelines with respect to supervision.

Policy Objectives

- Playgrounds are regularly inspected for potential safety hazards and suitably maintained;
- Playgrounds are supervised by staff immediately before and after school, during recess and lunch;
- First aid facilities are readily available at all times; and
- Student injuries and any near misses are recorded and notified to the school's Business Manager.

Classrooms

Teachers are responsible for the supervision of their students in their classrooms and in particular should be vigilant to ensure:

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- Adequate age appropriate supervision having regard to the nature of the activities being undertaken;
- Proper use of any plant and equipment;
- Proper handling of any hazardous substances;
- Proper use of relevant protective equipment

Playground Supervision

Playgrounds are supervised by staff immediately before and after school, during recess and lunch.

Before & After School Supervision

Whilst the school is committed to ensuring student safety it requires and expects parental co-operation in managing safety issues immediately before and immediately after school.

As a general rule David Scott School provides limited supervision for approximately 30 mins before and after school.

Parents are informed of supervision arrangements and are made aware that students who attend school outside established supervision times may not be supervised and may not receive the care that is normal during the school day.

Scope

All staff and students.

Responsibilities

All staff are responsible to:

- be diligent and attentive when on playground duty;
- enforce playground rules consistently, fairly and equitably; and
- respond appropriately to any playground incidents, accidents or injuries.

Implementation

This policy is implemented through a combination of:

- Staff training;
- Effective communication and incident notification procedures;
- Effective record keeping procedures; and
- Initiation of corrective actions where necessary.

Discipline of Breach of Policy

Where a staff member breaches this policy David Scott School may take disciplinary action, including in the case of serious breaches, summary dismissal.

Related Documents

Excursions Policy
Student Duty of Care

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Superseded documents	

Policy Changes

Date	Reason for Change	Made by