


Policy		
Policy Name		
Yard Supervision		
No.1	Version 1.2	
Date 30/14	Review led by Anthony Hockey	
Date Endorsed 30/14		

## Purpose

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### Rationale:

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

### Aims:

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

## Scope

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- St Paul's Catholic Primary School Nightcliff

## Definitions

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## Policy Statements

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- 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, recess and lunch breaks, and after school.
- Parents will be informed regularly via the newsletter that staff members are not rostered to take yard duty until 8:00am 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 3:00pm 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 will be contacted by 3:15pm.

- The yard supervision roster will basically require staff members to undertake yard duty before school, for recess or half of lunchtime, or after school.
- The Deputy Principal will be responsible for coordinating the roster, and for negotiating specific duty times or days with individual staff members.
- Yard duty staff members will keep a record in the 'Playground Book' of any misbehaviour.
- 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 Deputy Principal.
- Staff will need to wear hats on yard duty.
- Intruders or unknown people in the yard need to be reported immediately to the office staff.

## Supporting Documents and Processes

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### Review Date

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- This policy will be reviewed as part of the school's three-year review cycle, in accordance with Catholic Education Office requirements.

### References

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### Revision Record

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Date	Version	Revision Description