



St Mary's Myrtleford SUPERVISION OF STUDENT POLICY

This Statement has been approved by the CES Limited Board for application in each Sandhurst Catholic School and must be customised for use in each school in accordance with the instructions outlined in this Framework..

1. Vision

The vision for Catholic Education Sandhurst Limited (CES Limited) is to provide, in partnership with our families, stimulating, enriching, liberating and nurturing learning environments in each of the Catholic school communities within the Diocese. At the heart of this vision is our commitment to the ongoing duty of care that we have for the safety, wellbeing, and inclusion of all children and young people.

We believe:

- that the values of the Gospel are central to who we are, what we do, and how we act
- in leadership encompassing vision, innovation and empowerment.

Introduction

This school is a Sandhurst Catholic School which operates with the consent of the Bishop of Sandhurst and is owned and operated by Catholic Education Sandhurst Limited (CES Limited). This Policy forms part of the Duty of Care Framework which is available at www.smmmyrtleford.catholic.edu.au.

Policy Statement

This school and its staff 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 the school meets its duty of care obligations.

This 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 Health & 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).

The school has developed the following guidelines with respect to supervision.

3.1 Classrooms

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

- 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.

3.2 Playground Supervision

Playgrounds are supervised by staff immediately before and after school, during recess and lunch. Refer to our Supervision & Inspection – Playground policy.

3.3 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 the school provides limited supervision for approximately 30 mins

before and after school.

Where school activities (such as sport) are arranged before or after school appropriate supervision will be provided for attending students depending on the time and location of the activity.

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.

Implementation

This policy is implemented through a combination of:

- staff training
- effective communication and incident notification procedures
- effective record keeping procedures
- initiation of corrective actions where necessary.

Discipline for Breach of Policy

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

Related Policies

- Excursions Policy
- Student Duty of Care (Summary)
- Supervision & Inspection – Playground Policy