

EXTERNAL PROVIDERS

POLICY

All students have the right to feel and be safe in the framework of programs offered by external providers on Ripponlea Primary School (RPS) grounds, before, during and after school hours. External providers may be engaged to deliver specific activities or whole programs inside or outside of school hours. They may provide expertise in a certain activity and can form a valuable extension to student learning, engagement, and wellbeing.

PURPOSE

RPS accepts a duty of care to students accessing an external provider during class contact time (e.g. a dance company presenting to a whole class, year level or whole school group).

Out of class contact time requires parent/carer supervision or parental/carer consent to the provider with the parent/carer accepting the duty of care and supervision of the students.

IMPLEMENTATION

1. All external providers must meet all regulatory requirements.
2. All external providers are required to comply with the Department of Education (DET) Working with Children Check (WWCC) policy before entering RPS school grounds.
3. All external providers must comply with the RPS Visitors Policy.
4. All external providers must complete the Child Safety Induction.
5. Within school hours students will attend programs offered by external providers only with the express, prior written consent of their parents.
6. Students who do not attend an activity provided by an external provider within school hours will be appropriately supervised in an alternative learning space, with an appropriate learning activity.
7. For each external provider, RPS is responsible for sighting and keeping on file a copy of:
 - a current WWCC card;
 - appropriate individual indemnity/public liability insurance;
 - a signed acknowledgement of the RPS Child Safety Code of Conduct or equivalent document devised by the external provider acceptable to RPS; and
 - evidence of informed parental consent relating to the supervision of their children.
8. If an external provider commences at 3:45pm, teachers and providers should ensure transferral of duty of care e.g. line of sight as acknowledgement of transferral of duty of care.

Provision of extra-curricular activities

RPS School Council will approve all external providers for extra-curricular purposes. Co-ordination of the external providers will rest with the RPS Principal or their delegates. External providers approved/accepted by RPS will:

- be appropriately qualified or trained for the specific activity;
- evaluate their programs or presentations on a regular basis;
- be cost effective;
- be consistent with RPS school policies; and
- be inclusive through consideration of religious, socioeconomic and ability factors.

RPS School Council reserves the right to change arrangements.

External Provider Review

All ongoing external provider arrangements will be reviewed by RPS School Council every three years, in line with the scheduled External Provider Policy review, or earlier at the request of either party.

RELATED POLICIES:

- Camps and Excursions
- Child Safety Code of Conduct
- Child Safety and Wellbeing Policy
- Visitors
- Working with Children Check
- Privacy
- Child Safety Reporting Obligations
- Duty of Care
- Student Engagement and Wellbeing

POLICY REVIEW AND APPROVAL

Policy last reviewed	May 2024
Approved by	Principal
Next scheduled review date	May 2027