

## YARD DUTY AND SUPERVISION

### POLICY

Ripponlea Primary School (“RPS”) is committed to providing appropriate supervision of the playground area by staff and ensuring appropriate before and after school arrangements are in place for the safety and wellbeing of all students.

RPS will ensure that the playgrounds are supervised whenever in legitimate use by students, both during and after school hours as set out in this policy.

Staff are rostered on playground supervision duty. The duty roster is reviewed each term.

### PURPOSE

The purpose of this policy is to provide students with a safe school environment, for specified periods outside of formal class hours.

### IMPLEMENTATION

Students are supervised by staff whilst in the playground on school days as follows:

1. Before school between 8.45am and 9am; only the basketball court play area is supervised. Except for organised activities (e.g. Kelly Sports) students are not permitted on the eastern-end playground (oval) before 9am.
2. After school between 3.30pm and 3.45pm; the basketball court play area is supervised until 3.45pm. Students are not permitted on the oval after 3.30pm.
3. Students must be under the supervision of a parent/guardian if they are on the school grounds before 8.45am or after 3.45pm. RPS will not accept responsibility for students arriving at school prior to 8.45am or remaining at school after 3.45pm.
4. Students attending Outside School Hours Care (OSHC) between 7am and 8.45am and between 3.30pm and 6pm will remain in the school grounds under the direct supervision and care of OSHC staff.
5. During recess between 10.40am and 11.10am and during lunchtime between 1pm and 1.50pm, the yard and playgrounds are supervised by an appropriate number of staff.
6. Supervising staff wear a bright vest to be clearly visible to students at all times.
7. The junior and senior playgrounds (play equipment areas) are supervised as part of the yard supervision listed in point 5 (five). The junior playground (oval end) is permitted for use only by students in Foundation to Year 2; the senior playground (ball court end) is permitted for use only by students in Years 3-6.
8. Students are not permitted on the junior playground before and after school.
9. Students may only use the senior playground before school (8.45am – 9am) if they are in Years 3-6 OR if under the direct supervision of their parent/carer (or OSHC staff) whilst using the playground.

10. Students may only use the senior playground after school (3.30pm – 3.45pm) if they have been dismissed by their teacher and are in Years 3-6 OR if they have been dismissed by their teacher and are under the direct supervision of their parent/carer (or OSHC) whilst using the playground.
11. After 3.45pm supervision is no longer provided by RPS staff and any student who is in the school grounds, or is observed by staff to be in the vicinity of the school grounds, that is not booked into OSHC and is not in the care of their parent/carer, is to be taken to the school office to make contact with the parent/carer to arrange immediate collection.
12. With the exception of agreed early finish times (e.g. at end of term and at the end of year) students who are required to leave school early or who arrive late must be signed in or out at the school office, using the relevant system by a parent/carer or person authorised on the enrolment form.

## REFERENCES

Supervision of Students DET Policy

<https://www2.education.vic.gov.au/pal/supervision-students/policy>

## RELATED POLICIES

- Attendance
- Duty of Care

**Reviewed by School Council: September 2020**  
**Next review date: September 2021**