

## Yard Duty and Supervision

*Berengarra takes a zero-tolerance approach to child abuse and is fully committed to ensuring that its strategies, policies, procedures and practices meet all Child Safety Standards as specified in Ministerial Order No. 870 (2015)*

### **Purpose**

The purpose of this policy is to explain to staff at Berengarra School, yard duty procedures and expectations for the appropriate supervision of secondary students. Appropriate supervision is an important strategy to monitor student behaviour, and enables staff to identify and respond to possible risks at school as they arise. It also plays a vital role in helping schools to discharge their duty of care to students.

### **Objective**

To ensure that school staff understand their supervision and yard duty responsibilities.

### **Scope**

The Principal or Head of Campus is responsible for ensuring that there is a well organised and responsive system of supervision and yard duty in place during school hours, before and after school, and on school excursions and camps.

This policy applies to all teaching and non-teaching staff at Berengarra School, including education support staff, casual relief teachers and visiting teachers.

School staff are responsible for following reasonable and lawful instructions from the Principal and Head of Campus, including instructions to provide supervision to students at specific dates, time and places.

### **Policy**

Berengarra School hours are from 9.30am until 2.40pm. Berengarra School grounds are supervised by school staff from 9am at the Box Hill Campus and 9.15am at the Pathways Campus. Outside these times, school staff will not be available to supervise students. Students who attend the school outside these times are required to sign in and out at the office.

### **Further Information and Resources**

- DET School Policy and Advisory Guide: Supervision

#### ***Related Berengarra School policies including:***

*Duty of Care, Child Safe Standards, Visitors in Schools*

#### ***Related Berengarra School Procedures: Yard Duty and Supervision***

***This policy was endorsed by the Board: Date: May 2020***

***Review date: May 2021***