



ONSITE SUPERVISION OF STUDENTS POLICY

At Fitzroy Community School we believe that every student has the right to experience a safe and secure school environment. All staff members at FCS have a Duty of Care for the children attending the school to take reasonable measures to protect them from risks of injury that should have been reasonably foreseen. The school recognises that greater measures may need to be taken for younger students, vulnerable students and students with disabilities. Staff must take care to notice, take action and/or notify the Principal of any circumstances in relation to the buildings or grounds, including things done or omitted to be done to the premises that may cause injury or harm to any student.

Adequate supervision of students in the building is a requirement of the school's Duty of Care. The school will normally satisfy the duty of care for the on-site management of students outside normal timetabled class time by allocating responsibilities for supervision to different staff. The Principal is responsible for making and administering such arrangements for supervision as are necessary according to the circumstances in the school, and teachers are responsible for carrying out their assigned supervisory duties in such a way that students are, as far as can be reasonably expected, protected from injury.

The following implementation guidelines are to inform staff about how to satisfy this responsibility.

Implementation Guidelines

- The staff member rostered on in the main kitchen areas will be alert to outdoor activities during free time and before and after school during designated school opening times.
- The staff member rostered on in the main kitchen areas will be alert to indoor activities during free time and before and after school during designated school opening times and will undertake regular walk around checks of areas that do not have a clear line of sight. Library and play areas.
- Teachers with current First Aid qualifications will always be available during designated school hours.
- Safe play rules and school boundaries are established and agreed to by whole school agreements.
- Staff will report any



Supervision responsibilities include:

- Being physically present and aware during supervision.
- Encourage students to keep the outdoor play area tidy.
- Apply first aid to minor injuries and call for the designated First Aid Officer for more serious injuries.
- Reminding students of safe play rules.
- Remind students of how to move in a safe manner in areas where collisions are more likely to occur. Particularly hallways and staircases.
- Encourage students to be aware of the time so they know when significant parts of the day (e.g. lunch time) start and finish and to respond quickly to lesson changes.
- Advise the School Principal of any serious first aid or behaviour management events as soon as practicable after the event.
- Ensure students play in an area that is appropriate for the weather conditions.
- Ensure all students wait inside the school grounds until they are picked-up at the end of the day.
- Ensure all students who leave school independently at the end of the day have notified a member of staff and leave the school grounds in a safe manner.
- Being aware of likely hazards, either pre-identified or emerging due to changing circumstances. Being aware of younger students, vulnerable students and students with disabilities to ensure appropriate measures are taken for their supervision.

Policy Endorsement

This Policy has been endorsed by the FCS Governing Body.

Date: June 2022

Review Date: June 2024

Review Cycle. Every 2 years

Exceptions: This Policy may be reviewed earlier than the date stated subject to circumstance.