



YARD DUTY AND SUPERVISION OVERVIEW

Beaufort Primary School understands it holds a high standard of care in relation to students at school. Appropriate, well-organised and responsive supervision of students during class time, recess and lunch is an important aspect of keeping students safe at school. It also enables staff to identify and respond to possible risks at school as they arise.

Staff participate in Beaufort Primary School's yard duty roster and school supervision requirements and follow clear procedures for responding to accidents or incidents in the playground and learning areas.

School staff are rostered on for yard duty before school, during recess, lunch and after school.

Before school: School grounds are supervised at 8:30am in all areas of the school, aside from the school oval. Students are not permitted on the oval before school.

After school: School grounds are supervised 3:20pm with a staff member supervising the bike shed and path down to the Child Care Centre. Additionally, the bus coordinator will supervise bus travellers until the final bus leaves.

Parents/carers are requested to ensure that students do not attend school outside of these supervised times unless attending a pre-arranged supervised activity (i.e. sports practice).

It is the parent's responsibility to supervise their child in the yard after 3.20pm. The staff member rostered to do crossing, will collect any unsupervised student from the yard at 3.30pm and these students will be brought to the office, where parents/carers when then be contacted.

Parents/carers are requested to ensure that students do not arrive early or stay late after school unless they are attending a pre-arranged supervised activity (i.e. Expos, sports practice).

Beaufort Primary School has in place several internal policies and procedures in place to respond to specific circumstances and potential risks in schools, including:

- camps and excursions
- First Aid
- grounds management and tree maintenance
- student private property.
- Families are encouraged to contact the office for more information about the before and after school care facilities available to our school community or if you would like any further information about our student supervision arrangements.

For a copy of our school's Yard Duty and Supervision Policy, please contact the office. This policy includes Beaufort Primary School's student supervision arrangements across the school day, including before and after school.

School staff, parents and students are encouraged to speak to our principal if they have any concerns about potential risks at our school, or our duty of care obligations.