Dear Families,

Student safety at Oakleigh Primary School is our highest priority and the safe and appropriate supervision of students is an important element of our duty of care to students. Part of this duty is ensuring families and students are aware of our supervision arrangements before and after school.

**Before school:**

School grounds are supervised at 8.45-9.05am at the

* Main front playground and Logie Street Entrance
* Warrawee Oval rear entry gate (silver gate near gym)

At 8:50 am a bell will ring to signal that teachers are in classrooms, ready to supervise students entering classrooms, enabling students to get ready for the day and learning starting at 9.00am.

**After school**:

School grounds are supervised at 3.30-3.45pm at the

* Main front playground and Logie Street Entrance
* Warrawee Oval rear entry gate (silver gate near gym)

Students on school grounds outside these times will **not** be supervised (unless they are attending a before or after school care program or supervised extracurricular activity).

Parents/carers must ensure that students do not attend school outside of these supervised times unless they are attending before or after school care, or a pre-arranged supervised activity.

Families are encouraged to contact the OSHC coordinator via email at[oshc@oakleighps.vic.edu.au](mailto:oshc@oakleighps.vic.edu.au) or on **9568 2983 or 0412 168 560** or refer to <https://www.oakleighps.vic.edu.au/out-of-school-hours-care> for more information about the before and after school care facilities available to our school community.

For a copy of our school’s Yard Duty and Supervision Policy please go to the school website or contact the school office. This policy includes Oakleigh Primary School’s student supervision arrangements across the school day, including before and after school.

Kind regards

Ruth Biddle

Principal