

## YARD DUTY AND SUPERVISION POLICY

### BEFORE AND AFTER SCHOOL

Student safety at Ormond 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 parents and students are aware of our student supervision arrangements before and after school.

**Before school:** School grounds are supervised from 8.45am at the side gate on Murray Road and on the Basketball Courts and Soccer Pitch areas, there is no staff supervision in the Junior Playground at this time. Students are not to play in the out of zone areas - behind the bike shed and on the fence line in the corner of the bike shed.

**After school:** School grounds are supervised from 3.30-3.45pm at the side gate on Murray Road and on the Basketball Courts and Soccer Pitch areas, there is no staff supervision in the Junior Playground at this time. Students are not to play in the out of zone areas - behind the bike shed and on the fence line in the corner of the bike shed.

Parents and carers will be advised through a notification on Compass, and regular reminders in our newsletter that they should not allow their children to attend School outside of these hours.

If a student arrives at school before supervision commences at the beginning of the day, the Principal or nominee staff member will, as soon as practicable, follow up with the parent/carer to:

- advise of the supervision arrangements before school
- request that the parent/carer make alternate arrangements.

If a student is not collected before supervision finishes at the end of the day, the Principal or nominee staff member will consider whether it is appropriate to:

- attempt to contact the parents/carers
- attempt to contact the emergency contacts
- place the student in an out of school hours care program (if available and the parent consents)
- contact Victoria Police and/or Child Protection to arrange for the supervision, care and protection of the student.

Families are encouraged to contact TheirCare on 0447 736 319 or [Ormond PS TheirCare - TC](#) for more information about the before and after school care facilities available to our school community.

Please contact the front office if you would like any further information about our student supervision arrangements or for a copy of our school's Yard Duty and Supervision Policy. This policy includes Ormond Primary School's student supervision arrangements across the school day, including before and after school.