Alexandria Park Community School
Playground Supervision Policy
2011-2013

Rationale

APCS has a legal duty of care to ensure the safety, protection and welfare of its students. The duty of care requires staff to take such measures which are reasonable to prevent injury or risk of harm that could have been reasonably foreseen. This requires not only protection from known hazards but also protection from those that could foreseeable arise against which preventative measures could be taken.
A higher level of care is required for younger students and those with disabilities.

(Teachers handbook p5-4)

Implementation Procedures

- Formal playground supervision is required 30 minutes prior to the commencement of school until all students safely depart at the end of the normal school day.
- The Deputy Principle is responsible for making and administering arrangements for the adequate supervision of the playground.
- All teachers will be rostered onto “playground duty” and this roster will be clearly distributed to all staff members.
- At APCS current duty times are 25 minutes each. (exception of morning)

<table>
<thead>
<tr>
<th>Duty Times</th>
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<tbody>
<tr>
<td>Morning</td>
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<tr>
<td>8:45-9:15am (K-4 staff to supervise)</td>
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<tr>
<td>Recess</td>
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<td>K-4-11:00-11:25</td>
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<td>5-8-11:25-12:00</td>
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<tr>
<td>Lunch</td>
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<tr>
<td>1st half 1:10-1:35</td>
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<tr>
<td>2nd half 1:35-2:00</td>
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<tr>
<td>Executive roving rings the handbell 3minutes prior to break end as warning bell.</td>
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<tr>
<td>Bus duty</td>
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<tr>
<td>Deputy to supervise</td>
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- It is not only the rostered teachers who have duty of care. If any teacher notices any activity untoward which could endanger students or is in breach of the school rules they have a responsibility to act appropriately. Failure to do so and an injury follows the teacher could be held legally liable.
• Breakfast Club is Open from 8 am and children who arrive early are encouraged to attend.

Staff Responsibilities

• All teachers are to be on duty promptly at the appropriate time.
• Whilst on duty teachers are to constantly scan the playground, walk around and vigilantly observe the students free from distractions (i.e. mobile phones etc).
• If a teacher is going to be away on an excursion or an inservice it is that teacher’s responsibility to organize a swap or alternative cover for the duty.
• Teachers need to be visible to the students at all times.
• If assistance is required a student is sent to the staffroom requesting help. In extreme situations the code word “red card” could be used to alert staff.
• If an incident occurs on your duty it the supervising teacher’s responsibility to write up the critical incident report or the accident report as soon as possible and hand to the stage manager.
• If first aid is required send child to the office or if not possible seek assistance form the staffroom.

Instructions to Students

• All students need to be made aware of the designated playground areas and areas which are out of bounds.
• Students need to be aware of what constitutes safe and unsafe play activities.
• Students need to be aware of procedures for seeking assistance and where the rostered teacher is likely to be found.

General Playground Rules

• Only K-4 students on the equipment at lunch time.
• The quiet areas (area near office) and handball courts are shared areas.
• The Oval is only for 5-8 students.
• The grass area alongside the equipment is for K-4 students only.
• No Hat No play policy – or stay in the shade.
• No tackling games permitted.
• Safe play encouraged at all times.
• Out of bounds areas include – inside buildings and the car park.
• Children wait on the asphalt area at the conclusion of recess and lunch for their class teacher.