



Bentleigh West Primary School

YARD DUTY AND SUPERVISION POLICY

PARENTS AND STUDENTS

Bentleigh West 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 Bentleigh West 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. School grounds are supervised before school from 8.45am. After school, staff supervise in the grounds until 3.45pm. 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 are requested to ensure that students do not arrive early or stay late after school unless they are attending before or after school care, or a pre-arranged supervised activity (i.e. sports practice).

Bentleigh West Primary School has in place a number of internal policies and procedures in place to respond to specific circumstances and potential risks in schools, including:

- [Camps and Excursions](#)
- [First Aid](#)
- [Student private property](#)

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

Review Cycle

This policy was last updated in February 2021 and is scheduled for review in February 2022.

This policy will also be updated if significant changes are made to school grounds that require a revision of Bentleigh West Primary School's Yard Duty and Supervision Policy.