Yard Duty and Supervision

Student safety at Karoo 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: From 8:45am each school day, a designated staff member will supervise arriving students until the formal commencement of the school day at 9:00am when the bell rings.

After school: School grounds are supervised from 3:30pm until 3:45pm, a staff member will remain within the school grounds to confirm all students have exited the grounds with either an approved adult of left according to family instructions.

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 attend school outside of these supervised times unless they are attending before or after school care, or a pre-arranged supervised activity (i.e. sports practice).

Families will be encouraged to contact Melissa Newlands on 9759 6288 or refer to https://karoops.vic.edu.au/parents/#care for more information about the before and after school care facilities available to our school community.

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.

For a copy of our school's Yard Duty and Supervision Policy please contact the school office.