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|  | **Seven Hills High School****Student Supervision Policy** |
| **Implementation Date: May 2015** |  | **Review Date: November 2017** |

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| Rationale |

The duty of care to students owed by the NSW Department of Education and its teachers arises directly from the special relationship between teachers and students. This duty of care is to be exercised by teachers during school hours, including half an hour before school starts and half an hour after the end of school if required (re: Care and Supervision of Students 97/165).

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| Aim |

To ensure the safety and welfare of students attending Seven Hills High School through a process of staff duties and student responsibility and parent awareness.

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| Communication |

* parents will be informed of the opening hours of the school.
* staff will be informed of their duties whilst on supervision.
* students will be informed of inbounds areas, appropriate activities and where supervisory staff are located.

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| Supervision |

* teaching staff will be rostered to supervise students for the periods of time students are at school but not in lessons.
* copies of the supervision roster will be displayed on the staff intranet.

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| Staff Duties |

* duty staff will be in the playground at the beginning of their rostered time and remain on duty until relieved by another teacher or until all children have left.
* staff will directly supervise the students for the time they are rostered on between 8:23am and 3:33pm.
* Staff supervising students before school, when patrolling the school grounds along Johnson Ave, are to ensure students come directly into school grounds and proceed to inbound areas.
* Two staff are allocated to the supervision of students as they leaving school grounds via the Johnson Ave exits in the afternoon. One staff member is to ensure students on foot utilise the traffic lights. Once the majority of students have crossed Johnson Ave this staff member is to proceed to the bus bay to assist the second teacher and then remain on duty until students on Northcott Rd and Johnson Ave have departed on their buses The other staff member is to supervise students departing on buses at the school bus stop and being collected by parents at the ‘Kiss and Drop’ zone adjacent to the bus bay.

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| Student Responsibilities |

* remain within the designated areas;
* Before school areas A, B and C
* During Recess and Lunchtime areas A,B,C and D or as determined by supervising teacher.
* As per ‘Wet Weather Policy’ arrangements.
* participate in school sanctioned activities and sports at all times

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