****

**STUDENT SUPERVISION POLICY**

At Corpus Christi School all staff are responsible for the safety and wellbeing of all students. The following arrangements for onsite supervision of students can be found in our Staff Handbook:

**RULES FOR INSIDE**

Classroom rules should be established at the beginning of the year (in line with our discipline policy). All children are expected to walk at all times when indoors and to keep noise to a minimum. Children are never to be inside at anytime unsupervised by a teacher.

**RULES FOR THE PLAYGROUND**

The playground rules are displayed on the Yard Duty roster.

The adventure playground is to be used safely. Games requiring a ball to be kicked are only permitted in the paddock. Play fights, Brandy, British Bulldog and wrestling are not permitted at any time.

**PLAYGROUND SUPERVISION**

The supervision of children at all times is one of the legal responsibilities of teachers.

When on Playground Duty aim to:

* promote desirable pupil activity
* maintain standard of cooperation and behaviour
* further develop teacher/pupil relations.
* supervise children at all times
* ensure safe areas are maintained
* ensure cleanliness of school grounds
* see that children are playing in the correct areas
* see that school rules are adhered to
* assist in active participation by all students in appropriate games and activities
* keep on the move
* check toilet areas and areas hidden from view
* be visible and approachable
* be observant
* encourage children to join in

Duty rosters will be set at the beginning of each year and revised if necessary. Please be on time and do not leave the yard until the next teacher replaces you.

**AFTER SCHOOL PICK-UP**

Children can be picked up after school from the front entrance to the school, or from the Ormond Road entrance. They should be collected within fifteen minutes of the end of school.

At the Ormond Road entrance:

All children who wait to be picked up will need to wait inside the school gates until their parents have arrived. A teacher will be on duty here to ensure that this rule is complied with.

If your vehicle is parked on the other side of the road, parents must come to the gates to collect children and accompany them across the road. Children will not be permitted to cross the road unaccompanied during this busy time.

The teacher will permit the children to walk to the vehicle if there is no need for them to cross the road.

In the front car park, parking IS ONLY PERMITTED in designated parking bays and ‘Keep Clear’ areas must be kept clear. There is NO ‘drop-off’ zone. Cars must be parked in the designated bays.

If the car park is full it will be necessary for people to park outside the school grounds and walk in to collect their child.

Please do not double park, perform 3-point turns in the street or allow your children to enter/exit cars unless they have pulled up at the kerb. Children are not permitted to cross Ormond Road by themselves. Parents are to collect their children from the gate.

Drafted 2017