



School Playground Supervision Policy

This policy provides all Les Powell School staff with knowledge and understanding of their duties, obligations, and duty of care regarding the supervision of students within the school playgrounds.

The duty of care given by department staff to students arises directly from the special relationship between teachers and students. Duty of care requires teachers to take measures to protect students against risks of harm or injury which reasonably could have been foreseen.

Reasonable care should be taken to prevent risks of harm or injury. Teachers need to be vigilant about identifying potential hazards and dangerous conduct as well as pro-actively promoting student safety and wellbeing.

Classrooms are relatively ordered, defined, and structured environments, with clear rules and the visible presence of a teacher and SLSO. Transitioning students from the classroom to the playground, and handing responsibility to the duty staff, requires consideration of professional accountability and collegial support.

The younger the student, the greater the supervisory needs.

Components of effective playground supervision

Being observant and responsive when on the playground, whether officially 'on duty' or just passing through, is essential.

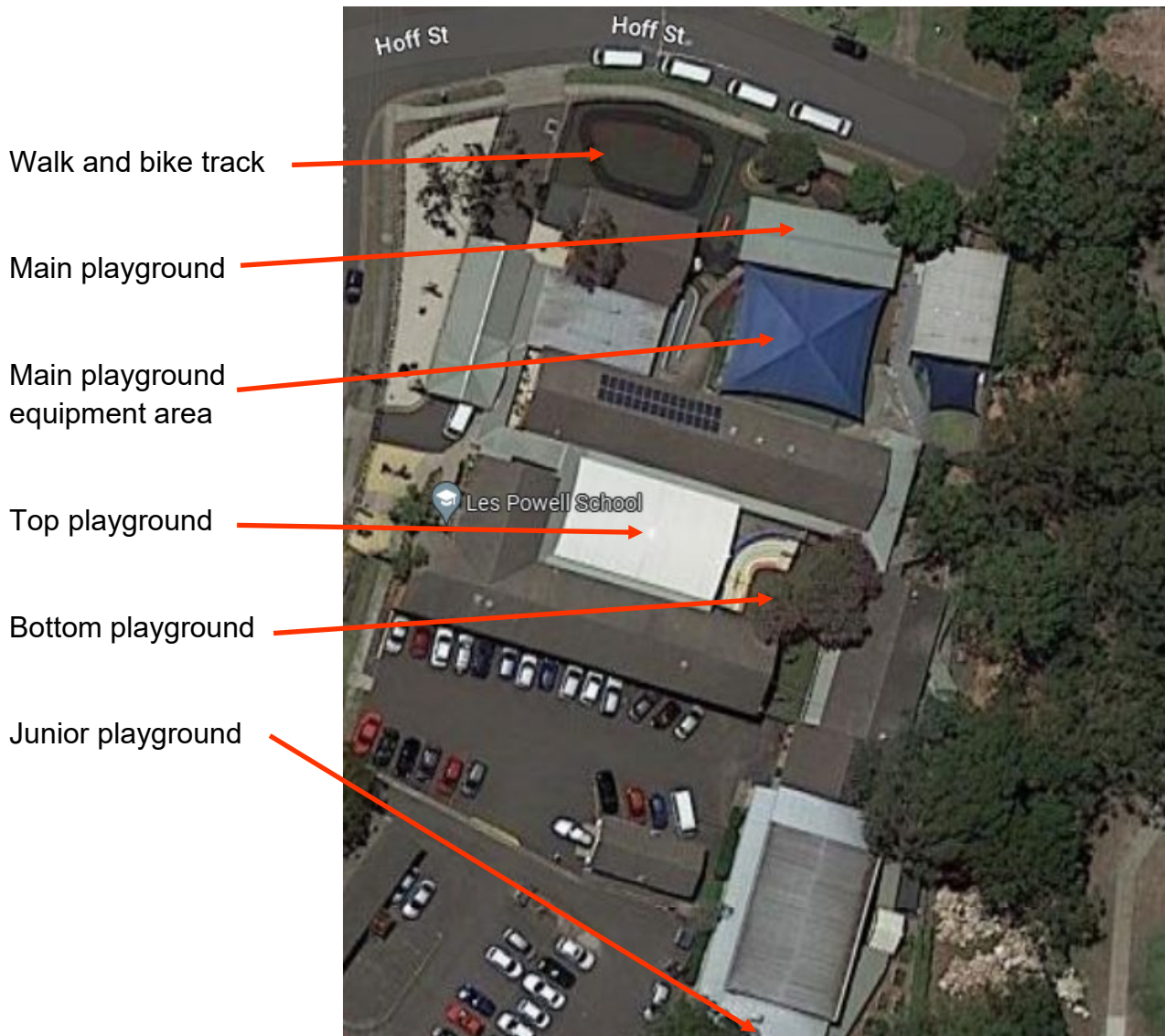
It is important to consistently practise:

- active movement and visibility around the grounds
- proactive intervention to avoid potential problems
- positive interaction with students
- regular acknowledgement of appropriate play
- checks for the correct use of play equipment
- encouragement for keeping a clean, safe environment
- giving regular reminders to students about the expectations, rules, and responsibilities
- fair and consistent implementation of school policies.

Playgrounds

Playground areas are available to all students, unless under special circumstances/ conditions as approved by team leaders, principal, and indicated in the student's behaviour support plan.

Les Powell has 5 main designated playground areas:



Bell Times

All duty breaks are 15 minutes in the morning and 25 minutes at lunch:

Morning Break: 10.45am-11.00am first half, and 11.00am-11.15am second half.

Lunch Break: 1:15pm-1.40pm first half, and 1.40pm-2.05pm second half.

Playground Rosters

A playground roster will be developed every term and presented to staff for consultation and amendments. The roster will be distributed to all staff and displayed in all playgrounds notice boards.

Staff and student transitions to playgrounds

Before going on any playground duty, staff should familiarise themselves with any student PLaSP behaviour, and/or health care plans so that appropriate response is made when required.

NO STUDENT IS TO TRANSITION TO A PLAYGROUND UNSUPERVISED.

When students begin their transition to the playground before the bell, a class staff member must be in accompany to observe that class's student transitions. Staff must remain in the playground supervising students until they are replaced by the staff on first duty.

Staff running late for any duty **MUST** advise the appropriate playground team leader, who will make any necessary arrangements.

Staff not on class, do not have to wait for the school bell to go to take up their playground duty.

When on duty:

- staff are responsible for maintaining a safe environment.
- position yourself so that you can see students.
- continually scan and move around the designated area.
- anticipate problems, be pro-active, redirect students.
- follow school procedures such as calling for assistance if required.
- report issues/concerns to the relevant staff. Use the School Bytes or plain to document behaviours of concern and share it with the student's class teacher at an appropriate time.
- intervene immediately if you believe that games or activities are not appropriate.
- be familiar with, and always exercise school rules.
- avoid concentrating on one student most of the time.
- be aware of procedures and strategies to deal with students causing behaviour concerns.
- communicate effectively with other staff on duty.
- never abandon your supervision post without consulting other staff on duty.
- assist other staff in need of help, when asked.
- regularly monitor the number of students in your area to check on absconders.
- ensure the control of other risks: sun safety, negative behaviour, locking gates, removing hazards, etc.

Leaving your duty to take your break

Staff MUST NOT leave their duty until the staff replacing their post has arrived.

If staff are late to duty and this causes other staff to miss out on a couple of minutes of their break, only SLSO's can request from their team leader to make up the lost time of their break. This must be carried out as long it doesn't jeopardise the safety and supervision of students.

Should a staff member fail to arrive to undertake their playground duty, other staff are to advise the appropriate playground team leader, who will make any necessary arrangements.

Staff and student transitions from playgrounds

Should a staff member be required to leave the playground during their duty time, including for toileting a student, they must communicate to the staff remaining on the playground of their intention to leave.

When students begin their transition back to their classroom, a staff member must be in accompaniment so that there is always a staff member in the room with any student.

Rostered staff must ensure that one staff on second half duty remains in the playgroup to supervise students, until all students have transitioned to their classrooms.

Staff not on duty should prioritise the collection of students from the playground to their classrooms. This will allow staff on second half duty to remain on playground if needed, as students are being transitioned to their classes.

Any staff on duty required to transition students to their classrooms must communicate their intention to leave to their colleagues on duty.

Toileting students when in the playground

Staff should direct students to the closest toilet available and ensure that the usual student's toileting procedures indicated in their health care plan are followed.

If the SLSO toileting the student requires additional support, they should confirm with the teacher on duty that there is sufficient staff on duty. Should insufficient staff be on duty, the team leader should be contacted to make any necessary arrangements.

If it is necessary to get clean clothes for the student, the class SLSO/teacher of the student should be contacted.

Management of equipment in playground areas

Other mobile equipment, such as musical instruments, mic system, bubbles etc., should be set up by the staff on first duty and put away by staff on second duty.

Damage to equipment, whether mobile or secured, may be a health and safety matter and must be reported to the office for replacement or identified for repair using the usual school procedures.

Dealing with incidents affecting students' safety or wellbeing

Behaviour incident: Staff should be well versed with the school's [Behaviour Care Continuum Flow Chart](#) and know how to respond to low level student behaviour, using the school's PBL framework.

For students displaying emerging behaviours of concern when in the playground setting, staff should continue to follow the flowchart steps to ensure proper school procedures are implemented, that may include the posting of the student's plan in the playground notice board.

In the event of a crisis, staff on duty should contact the school office and follow the [Dealing with a crisis because of negative student behaviour, flowchart](#) steps.

It is at the discretion of the principal and/or team leaders to decide whether to close the playground. If the playground is closed, "wet weather procedures" will be implemented, and duties negotiated by buddy classes.

First aid emergencies: Staff should be well versed with the school's [Reporting school accidents & incident notification and response implementation of policy](#), the school's [Student health care and the administering of medication at school procedures](#), and the [First aid plan](#).

Health care/ACSIA plans must be displayed in the relevant playground notice board and followed by staff.

Gates and doors

All staff must ensure that they always have the gate fobs with them.

It is the responsibility of all staff to ensure that gates/doors are closed behind them to ensure student's safety.

Variation to usual playground duties

- **Hot /wet weather duties** will be called during sudden changes or extreme weather conditions. Buddy classes must negotiate the supervision and ensure everyone receives the appropriate break: 15 minutes in the morning and 25 minutes at lunch.
- **Indoor duties** will apply when there is not enough staff to cover all the playground areas. In the event of a single class excursion the executive in charge of playground rosters will organise replacements and communicate changes on the staffroom whiteboard. If two or more classes are participating in an excursion on the same day, indoor duties will be called. Buddy classes may take their students to the playground during indoor duties. Rules for regular playground duties do not apply. Classes taking students outside may use any playground area. Supervision must be fairly negotiated by teachers to ensure duty of care.