



School Supervision Policy

At Norwood Primary School we believe all students have a right to be safe. Students on school grounds must be supervised by an appropriate person to ensure their safety and welfare. This will usually be school staff on school days between 8.30am and 3.30pm. However, it cannot be assumed that school staff are responsible for supervising students outside of those hours. Supervision of students before 8:30am and after 3:15pm will usually be the responsibility of their parents/carers. Please be aware, students are dismissed from school at 3:15pm and this is the expected collection time for families. Out of School Hours Care services are available for families by application.

As the site leader, the school Principal will determine reasonable practice in relation to supervision of students in accordance with Department for Education guidelines. Unless specifically in the school's care, responsibility for student's welfare and safety while on school grounds remains with their parents/caregivers

Procedures

- Dismissal time is 3:15pm on school days (unless specified as an early dismissal day)
- Students are in the school's care from 8.30 to 3.30 while on school grounds.
- Students are in the school's care when 'signed in' e.g. at school-organised events such as camps, sporting events and out of hours excursions.
- Students are in NOSHC care when signed in at NOSHC at 3:15pm on school days.
- Students are unsupervised before 8:30am on school days. If students arrive before this time, they are expected to wait under the verandah facing the courts until 8:30am.
- After 3:15pm, students are expected to wait with their teacher or at a pre-arranged pick-up point inside the school grounds until collected by a parent/caregiver. If students are not collected by 3:30pm, they will be directed to the Front Office until they have been collected by a parent/caregiver.
- Students at sports practices must be supervised by a parent or carer unless a specific arrangement has been made with the coach. A coach is under no obligation to assume supervision responsibility as their primary task is to coordinate and supervise practice.
- After 3:15pm, students who make their way home independently are asked to do so at 3:15pm for their own safety, rather than engaging in unsupervised play activities including using the playground, ball games (four square, basketball, netball).
- Students are asked to refrain from engaging in play activities including playing on the playground, ball games including four square, basketball, netball unless directly supervised by a parents/caregiver. The safety of all students is our primary objective.

