

Mildura Senior College and Mildura English Language Centre (College) understands it holds a high standard of care in relation to students at school. Appropriate, well-organised and responsive supervision of students during class time, recess and lunch is an important aspect of keeping students safe at school. It also enables staff to identify and respond to possible risks at school as they arise.

All staff participate in the College’s yard duty roster and school supervision requirements, and follow clear procedures for responding to accidents or incidents in the playground and learning areas.

**Note:** Mildura Senior College Campus and Mildura English Language Centre Campus have separate yard duty rosters.

College staff are rostered on for yard duty before school, during recess, lunch and after school. School grounds are supervised before school at 8:30am. After school, staff supervise until 3:50pm. Students on school grounds outside these times will **not** be supervised (unless they are attending Homework Club or a supervised extracurricular activity).

Parents/carers are requested to ensure that students do not arrive early or stay late after school unless they are attending Homework Club, or a pre-arranged supervised activity (i.e. sports practice).

**MELC** School staff, parents and students are encouraged to contact the MELC Assistant Principal on Ph 03 5051 4700 for more information about the before and after school care facilities available to our school community or if you have any concerns about potential risks at our school, or our duty of care obligations.

**MSC** School staff, parents and students are encouraged to contact the MSC Assistant Principal on Ph 03 5021 2911 for more information about the before and after school care facilities available to our school community or if you have any concerns about potential risks at our school, or our duty of care obligations.

After school Homework Club is scheduled from 2:55pm until 5:30pm Monday, Tuesday & Wednesday during school terms and is available to students attending the Mildura Senior College Campus.

Mildura Senior College and Mildura English Language Centre (College) has in place a number of internal policies and procedures in place to respond to specific circumstances and potential risks in schools, including:

- 1.02 Anaphylaxis Policy
- 1.03 Camps & Excursions (including local) Policy
- 1.15 First Aid Policy
- 1.19 Student Wellbeing & Engagement Policy

<i>Ratified by:</i>	SOP	<i>Ratified date:</i>	10.07.2019
<i>Document Owner:</i>	Assistant Principal	<i>Reviewed date:</i>	10.07.2019
<i>S:\Admin\Policy Docs\Policy Register\1.23 Yard Duty &amp; Supervision Policy – Parents &amp; Students</i>		<i>Review Cycle:</i>	2 years
<i>Principal Approval:</i>			

<i>Reviewed date:</i>	10.07.2019	<i>Review #</i>	1	<i>Page #</i>	1
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