

Title	On-site Supervision of Students Policy
Rationale	Dromana College readily accepts its responsibility for the care, safety and welfare of its students. These documents provide all students and staff and the community of the dimensions of these responsibilities.
Aim	To provide students teachers and the community of the dimensions of student Care, Safety and Welfare programs, policies and procedures at Dromana College

Policy Implementation and Process	
Purpose	To provide effective learning for all students
Mission	Empowering young people to make a difference

Values	Responsibility	Respect	Integrity	Personal Best
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Vision Statement
Dromana College encourages and celebrates personal improvement. We recognise and respond to diverse student needs. We set high expectations for all students and have a strong focus on academic achievement and the pursuit of personal excellence. We encourage and support creativity, innovation and initiative for young people by helping them to reach their aspirations in different fields of life. We provide high quality teaching and a safe and caring school environment

The Principal will ensure that all students are supervised appropriately at all times during the school day by:

- Developing a timetable for Teachers to deliver the College Curriculum organised by a Classroom Timetable/Schedule for all students.
- Developing a Teacher Yard Duty Roster, to cover student supervision before school starts in the morning, including the bus drop-off area, morning break/recess, lunch break and after school, again including the bus pick-up departure area.
- Ensuring staff are aware of their responsibilities to supervise students during school times as including before and after school.
- Ensuring teachers supervising specified non-classroom supervision duties are not called away for other duties without alternate supervision being arranged.
- Ensuring parents/guardians are regularly informed about supervision available before and after school.
- Ensuring there are clearly allocated specific responsibilities to staff members to undertake student supervision, as determined by the needs of the school, to protect students from reasonably foreseeable risks of injury including hazard that:
 - Are known
 - Could have been foreseen and prevented.
- For students who seek to leave school premises during the school day, the procedure in place:
 - Requires written parent/guardian requests for students
 - Short and long term lunch passes
 - Requires all students who do leave during the school day to sign out at College Reception

Policy Direction of the School as a Whole	To ensure Dromana College maintains its commitment to a culture of ongoing improvement
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Approved By	Dromana College Council
Date Approved	October 2019
Responsible For Review	College Principal