

Title	Duty of Care Policy
Rationale	“Duty of care” is a legal obligation which Dromana College accepts and takes all reasonable steps to reduce the risk of reasonably foreseeable harm, which can include personal injury (physical or psychological) or damage to property. The reasonable steps that our school may decide to take in response to a potential risk or hazard will depend on the circumstances of the risk.
Aim	To explain to our school community the non-delegable duty of care obligations that all staff at Dromana College owe to our students and members of the school community who visit and use the school premises

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
---------------	----------------	---------	-----------	---------------

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

Dromana College is committed to ensuring the highest standards of care, safety and welfare for its students. The College recognises that in all its activities it has a duty of care to identify, assess and control risks so that the possibility of harm is minimised or eliminated. Our Principal, Assistant Principals, Teachers and Support Staff will take all reasonable steps to reduce risks for students, including:

- Implementation and embedded Child Safe standards
- provision of suitable and safe premises
- provision of an adequate system of supervision
- implementation of strategies to prevent bullying
- ensuring that medical assistance is provided to a sick or injured student.

All staff with students under their care have a direct duty of care obligation to their students. Further, while teachers are on the school premises they still have a duty of care to all the students at the school. This duty of care relates to situations where a teacher may observe activities or hazards, including those that could arise (that is, those that the teacher should reasonably have foreseen), which may be deemed to pose a risk to a student. A student safety issue, potential hazard or privacy issue anywhere on the school premises will be dealt with by the teacher (or ESO in the case of information privacy) who makes the observation, or reported to a member of the SubschooL teams, or one of the Principal team.

It is very important to note that any time a staff member is on the school premises or with a group of students, their normal duty of care and obligation to students applies. The teacher’s duty is greater than that of the ordinary citizen in that a teacher is obliged to protect a student from reasonably foreseeable harm or to assist an injured student, while the ordinary citizen may choose to do nothing in a similar situation – our teachers are obligated to act.

The Principal, Assistant Principals, Teachers and Non-Teaching staff of the College will be part of a communication network and have access to information that will ensure they are all aware of and take responsibility for the care, safety and welfare of students commensurate with their role in the College Employment with Department of Education and Training (Victoria) and their Registration with the Victorian Institute of Teaching.

Specifically Dromana College has developed policies and procedures to manage common risks in the school environment, including:

- On-Site Supervision of Students
- Bullying Prevention
- Camps and Excursions
- Care Arrangements for Ill Students
- Anaphylaxis Management
- Registry of First Aide Trained Staff
- Record of Student Medical Conditions and Management Plans
- Child Safe Standards
- Suitability Checks and WWC Register for Volunteers and Regular Contractors

- Visitors Protocols and Guidelines.
- External Providers (including RTOS delivering VET/VCAL)
- Emergency Management
- Critical Incidents
- Emergency Management
- Emergency Bushfire Management
- Mandatory Reporting
- Occupational Health and Safety
- Tree Maintenance
- Grounds Maintenance
- Student Private Property
- OH & S Compliance Program for all Staff

Staff at our school understand that school activities involve different levels of risk and that particular care may need to be taken to support younger students or students with additional needs. Our school also understands that it is responsible for ensuring that the school premises are kept in good repair and will take reasonable steps to reduce the risk of members of our community suffering injury or damage because of the state of the premises.

School staff, parents, carers and students are encouraged to speak to the Principal to raise any concerns about risks or hazards at our school, or our duty of care obligation

Support links include:

<http://www.education.vic.gov.au/Pages/default.aspx>

<http://www.education.vic.gov.au/school/principals/spag/safety/Pages/dutyofcare.aspx>

<http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/prinduty.aspx>

<http://www.education.vic.gov.au/school/principals/spag/governance/Pages/personalliability.aspx>

<http://www.education.vic.gov.au/school/principals/spag/safety/pages/childprotection.aspx>

<http://www.vit.vic.edu.au/conduct/victorian-teaching-profession-code-of-conduct/Pages/default.aspx>

<http://www.education.vic.gov.au/Documents/school/principals/management/thecomcompact.pdf>

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