

# PLAYGROUND SUPERVISION POLICY

**NAG 5**  
**No. 502**

## Purpose

To ensure that adequate forms of safety are maintained, teachers are required to be aware of playground safety routines and procedures. Promoting appropriate forms of behaviour and encouraging children to have consideration for one another is a key aspect of playground supervision.

## Guidelines

1. The Assistant Principal will organise a duty roster at the commencement of each school term.
2. Duties will involve:

10:40 am to 11:00 am	Morning tea playground
12:40 am to 1:00 pm 1:00 pm to 1:20 pm	Lunchtime playground
3:00 pm to 3:15 pm	Afternoon crossing- -Walmsley Rd -St Heliers Bay Rd & Maskell St intersection

3. Duty teachers are responsible for the safety of pupils during recreation/play and to ensure all aspects of playground activities are of a safe nature.
4. Duty teachers are to carry the respective area duty bag at all times. The duty bags include;
  - a duty book for recording repeated or serious behavioural incidents
  - plasters, antiseptic wipes and disposable gloves for minor cuts and grazes
  - pre-printed cards to be taken to the office by an injured child signifying medical attention is required by the designated first aider
5. The teacher on duty is responsible for ensuring that all accidents/injuries in the playground that are of a serious nature or require long term attention, are attended to by the designated first aider or another staff member. The person who treats the injured/sick child is responsible for recording details in the accident register.
6. Supervision of lunch eating in classrooms is carried out by class teachers (12:30 – 12:40 pm).
7. Two bells at the beginning of, or during playtime or lunchtime, signifies wet weather and means all children are to remain or return to their rooms. A list specifying what activities the children are allowed to do during wet playtime or lunchtime will be displayed in each room i.e. quiet sensible activities.
8. If during a wet playtime or lunchtime the weather improves so that the children can go outside, the duty teacher will dismiss the children class by class once activities have been put away and the room is in a tidy state.
9. During wet periods the field will be out of bounds.
10. There are no contact games allowed to be played unless supervised by a teacher.
11. The out of bounds areas are:
  - behind rooms 1 – 6
  - behind rooms 7 – 12
  - teachers' car park
12. The duty teacher is responsible for enforcing the Hat Wearing Policy.
13. If a ball goes over any part of the school boundaries the child concerned must obtain permission from the duty teacher to retrieve it.