SUPERVISION POLICY

Each person owes a duty of care towards those with whom he/she comes in contact. While everyone is subject to risks, teachers by the very nature of their profession are exposed to special risks. Teachers' functions involve the rights of others and they are vulnerable to the extent that their work involves relationships with various people. Their duties are subject to special obligations of which they are expected to have reasonable working knowledge. They should be able to recognise the existence of situations in which it is appropriate to obtain legal advice.

In order to fulfil the duty of care towards students, it is normally required that the Assistant Headmaster be on duty at times when the Headmaster is off campus. Should the Headmaster and Assistant Headmaster be away simultaneously, the Regional Consultant would need to be informed of the arrangements in place for the leadership and management of the College.

SUPERVISION PROCEDURES

The Headmaster has a legal obligation to maintain an efficient system of supervision. The responsibility to provide supervision is paramount and overrides all other administrative considerations.

Teachers assigned to supervision duties must actively and closely supervise the pupils. It is not sufficient merely to be passive in the general area of pupils requiring supervision. The amount of actual supervision required by teachers depends on the age and ability of the pupil as well as the activity in which they are engaged.

Supervision can be looked at in various settings related to College activities:

(a) Classrooms

Teachers clearly have a responsibility to adequately supervise pupils in the classroom. Adequate supervision means, among other things, that teachers should be punctual for classes; supervise pupils entering and leaving the room and avoid leaving classes unattended. It requires the teacher to take active steps and closely supervise the class. It is not sufficient for the teacher merely to be present.

(b) Playgrounds

Teachers have a responsibility to adequately supervise pupils in the playground. The College has a playground supervision roster for recess and lunch times. Each teacher is required to be on time to supervision, to move around the designated area, and to actively supervise the students. Teachers on playground duty have a serious obligation to stop children from playing dangerous games and from injuring themselves with harmful objects.

Common Law considers that sports and games which contain an obvious element of danger are only played by persons who know they may be injured and therefore voluntarily accept the risk. Student’s parents must sign a permission slip before playing MCC sport.

Although schools are not responsible for supervising pupils on their way to and from school, they may be deemed to have a responsibility for supervising pupils as soon as the College opens each morning and as they leave the College premises at the end of the day, if there is a foreseeable risk of danger without supervision. Teachers are rostered on before school duty beginning as well as bus duty in the afternoons.
c) Yard Rules

- There is to be no playing of rough ball games.
- Touch football is forbidden in any part of the yard.
- No students are to be in classrooms or on verandahs or stairwells during recess or lunch.
- All rubbish is to be placed in the bins provided. Supervisors should insist on boys picking up rubbish near them.
- For ball games, soft balls only may be used. Cricket balls and golf balls are not permitted.
- Usually, Years 11 and 12 are the only students to use the courtyard.

Supervision at Sport

At Marcellin College the sports program is part of a teacher’s load. Therefore teachers are to be actively involved in supervision. Teachers also have a duty of care to ensure the safety of students while in their care at sport. Consequently, at sport, teachers are to:

- Maintain discipline.
- Check attendance - return a list of all absentees to the Sportsmaster on Thursday afternoon.
- Check uniforms - report all students who have incorrect uniforms.
- Support senior students.
- Senior students will be allocated to various venues. Based on a roster system senior students will;
  - Manage teams.
  - Referee games.
  - Train and coach teams.

Refer to OHS, Child Protection Policies for other duty of care issues.

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