BADEN POWELL COLLEGE

SUPERVISION OF STUDENTS

Policy 2026

PURPOSE:
The purpose of this policy is to ensure schools satisfy their duty of care in supervising students.

SUMMARY:
Principals must ensure:

- appropriate arrangements are in place for student supervision before, during and after school hours.
- supervision arrangements are consistent with the College Child Safety Risk Register and the requirements of the Department's Supervision of Students policy.
- staff members are aware of their specific responsibilities relating to student supervision.
- supervision arrangements are documented in the College Yard Duty and Supervision Policy.
- parents/carers are regularly informed about supervision available before and after school.

Parents/carers are responsible for the care and supervision of students travelling to and from school.

DETAILS:
Principals must:

- arrange for student supervision according to school needs.
- ensure staff are aware of their responsibilities to supervise students during school times as well as before and after school.
- ensure students are always supervised by a staff member with current VIT registration and/or a valid Working with Children Check (WWCC), as required.

When making supervision arrangements schools must consider reasonably foreseeable risks of injury including hazards that:

- are known.
- could have been foreseen and prevented.

School students cannot be used as supervision staff.

Child Safe Standards
Supervision arrangements must take account of local environmental and child safety risks, including buildings and grounds, classrooms, corridors, pick-up and drop-off areas, camps and excursions, dark or private spaces, stairwells and corners, third parties such as visiting speakers, tutors, coaches and specialists, and online spaces. Supervision will be used as a risk treatment where appropriate in the College Child Safety Risk Register.

Students will be regularly reminded of out-of-bounds areas, and staff will receive information and training to support them to identify and respond to risks to child safety while supervising students.

Supervision responsibilities during school hours
The following lists supervision requirements/considerations for specific circumstances during school hours.

Recess and lunch times
Students must be supervised during recess and lunch in accordance with the College Yard Duty and Supervision Policy. The level and location of supervision will be determined according to local factors including the physical size and geography of each campus, obstructed sight lines or hazardous areas, and the needs or vulnerabilities of the student population.

- written parent/carer requests for students under 18
- consideration of whether a student may be capable of making their own decision as a mature minor, consistent with Department policy.

Excursions
Schools must ensure appropriate levels of supervision are planned for all student excursions, including local excursions.

Swimming pools
Students must always be supervised while using a swimming pool (including if a swimming pool is owned by a school, privately or by the municipal council).

Specific staff-to-student ratios and supervision requirements for swimming and water-based activities must be followed in accordance with Department guidelines.

Changerooms and toilets
The College will maintain appropriate supervision arrangements for students using changerooms and toilets. Risk controls will consider privacy, the number and age of students using these areas, expected behaviours, how students can report concerns, and whether students should travel to toilet areas alone or in pairs. These arrangements will also be reflected in the College Yard Duty and Supervision Policy and Child Safety Risk Register.

Visiting speakers/instructors
Teachers must supervise their students during programs run by visitors. Visitors do not have the authority to supervise students. This includes visitors providing religious instruction. NDIS-funded therapists and other external providers must operate in accordance with relevant Department policy and College visitor arrangements.

Supervising students using digital technologies
Students must be adequately supervised when using digital technologies in the classroom and when engaged in online learning, consistent with the College's duty of care and the Department's Digital Technologies – Responsible Use policy.

Supervision responsibilities before and after school
Principals must ensure:

- school supervision is provided for a minimum of 10 minutes before and after school.
- parents/carers are regularly informed about supervision available before and after school.
- sufficient teachers are available to supervise the departure of students at the end of the school day.
- teachers supervising departures are not called away for other duties without alternate supervision being arranged.

More supervision may be required:

- before or after school, based on local circumstances.
- for primary students, particularly Foundation (Prep) students.

The College will maintain protocols for students who arrive before supervision commences or who are not collected by the time supervision ceases. These protocols are documented in the College Yard Duty and Supervision Policy and align with the Department's Collection of Students policy.

Parent responsibilities and roles in supporting student supervision arrangements.
Parents and carers are responsible for the care and supervision of students:

- travelling to and from school
- outside the times of school supervision before and after school.