



Duty of Care Policy

<p>Purpose</p>	<p>The purpose of this policy is to explain to our school community the non-delegable duty of care obligations that all staff at Grovedale West Primary School owe to our students and members of the school community who visit and use the school premises.</p>
<p>Policy</p>	<p>“Duty of care” is a legal obligation that requires schools to take 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.</p> <p>External providers in the school</p> <p>All external providers (eg: NDIS, visiting specialists) working in the school are required to complete the school engagement proforma accessed by contacting the school and provide their Working with Children Check. All external providers and incursion providers must be in line of sight of a member of staff at all times.</p> <p>Procedures and Policies</p> <p>Our school has developed school procedures and or policies to manage common risks in the school environment, including:</p> <ul style="list-style-type: none"> • Yard duty and Supervision • Bullying Prevention • Camps and Excursions • First Aid • Tree Maintenance • Grounds Maintenance • Student Private Property • Child Safe Standards • External Providers • Emergency Management • Volunteers • Student toilets • Visitors • Working with Children and Suitability Checks • Mandatory Reporting • Occupational Health and Safety <p>Our school acknowledges we are required to take reasonable precautions to prevent the abuse of a child by an individual associated with the organisation while the child is under the care, supervision or authority of the organisation.</p> <p>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</p>

	<p>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.</p> <p>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 obligations.</p> <p>External Providers</p> <p>Staff at our school acknowledge that, as our duty of care is non-delegable, we are also required to take reasonable steps to reduce the risk of reasonably foreseeable harm when external providers have been engaged to plan for or conduct an activity involving our students. Our <i>Visitors Policy</i> and <i>Camps and Excursions Policy</i> include information on the safety and care of our students when engaged with external providers.</p>						
Communication	<p>This policy will be communicated to our school community in the following ways</p> <ul style="list-style-type: none"> • Staff are advised at the beginning of each year as part of the induction process, they will be referred to policies to read on Google Docs or the school website • Discussed at staff meetings/briefings as required • Made available publicly on our school website • Made available in hard copy from school administration upon request 						
Further information and Resources	<ul style="list-style-type: none"> • PROTECT – Child safety • Student Engagement and Wellbeing • Child Safety Risk Assessment • Bullying Policy • Complaints Policy 						
Review cycle	<table border="1" data-bbox="435 1368 1437 1491"> <tr> <td>Policy last reviewed</td> <td>5th March 2021</td> </tr> <tr> <td>Approved by</td> <td>School Council 19/5/2021</td> </tr> <tr> <td>Next scheduled review date</td> <td>March 2023</td> </tr> </table>	Policy last reviewed	5 th March 2021	Approved by	School Council 19/5/2021	Next scheduled review date	March 2023
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