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Duty of Care: Supervision of Students Policy

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Purpose

At Monivae College we are committed to providing a safe and nurturing environment for all members of our community, including both day students and those residing within our boarding premises. Our Duty of Care Policy outlines our responsibilities and procedures to ensure the well-being and safety of all students under our care.

A safe environment plays an important role in assisting students to reach their potential and enhance their wellbeing. The teacher-student relationship is regarded legally as a relationship in which principals and staff have a duty of care to:

- provide suitable and safe premises
- ensure that procedures for child safety are implemented at all times
- provide adequate supervision in all aspects of schooling including boarding
- implement strategies to prevent bullying (including cyberbullying) and harassment
- ensure that medical assistance or care is provided to a sick or injured student
- ensure the safety and wellbeing of students in an emergency or critical incident

The purpose of this policy is to establish guidelines for the provision of duty of care to students attending Monivae College, encompassing both academic and residential aspects of their experience.

Scope

This policy applies to all staff, volunteers, and contractors involved in the delivery of educational and residential services at Monivae College.

Legislative Context

- Education and Training Reform Act 2006
- Education and Training Reform Regulations 2017

Definitions

Term	Definition
Duty of Care	<p>relates to the responsibility that principals and teachers have in relation to their students to take steps that are reasonable in the circumstances to protect students from risks of injury that should reasonably have been foreseen. The duty is not to prevent injury in all circumstances. It is a duty to take reasonable steps to prevent injury, which is known or foreseeable. The question of what reasonable steps are will depend on the individual circumstances of the case, and consideration of the following factors:</p> <ul style="list-style-type: none"> ▪ The probability that the harm would occur if care were not taken ▪ The likely seriousness of the harm ▪ The burden of taking precautions to avoid the risk of harm ▪ The social utility of the activity that creates the risk of harm ▪ The duty may, in some circumstances, extend outside school hours and outside the school premises. This will depend on whether the relationship between staff and student extends to the individual circumstances, whether the risk was known or foreseeable, and whether there were any reasonable steps that could be taken to prevent the injury from occurring. The duty is non-delegable, meaning that it cannot be assigned to another party.
School Environment	<p>means any physical or virtual place made available or authorised by the school governing authority for use by a child during or outside school hours, including:</p> <ul style="list-style-type: none"> (c) a campus of the school including any boarding residence; (d) online school environments (including email and intranet systems); and (e) other locations provided by the school for a child's use (including, without limitation, locations used for school camps, sporting events, excursions, competitions, and other events).

Policy Statement

Monivae College provides effective student supervision and care to ensure that students are in safe environment at all times. The safety and wellbeing of students is given the highest priority at all times.

- Learning within a safe environment plays an important role in student outcomes and sense of wellbeing.
- Principal and teachers must take reasonable steps to ensure the safety of student and others within the school environment.
- Clear procedures and processes that are consistently applied are important in ensuring high standards of duty of care at all times.
- The school will comply with all diocesan and legislation requirements for child safety outlined in the Child Safe standards (Ministerial Order 1359) including reasonable precautions to prevent the abuse of a child by an individual associated with the school while the student is under the care, supervision or authority of the school.
- Effective strategies that ensure the safety and care of all students are implemented. This includes appropriate measures for younger students, students with disabilities or students at risk.
- All staff have a responsibility to take reasonable steps to prevent potential injury to students and others.

- Strategies are implemented, as required, for specific students such as students with disabilities and age levels to ensure that the environment is safe for all students.

Principles

Safety

The safety of students is paramount in all aspects of school life. Measures will be in place to prevent harm and ensure the physical and emotional well-being of students.

Inclusivity

Every student, regardless of background or circumstance, is entitled to equitable access to education and support services within our school community.

Respect

We will foster an environment built on mutual respect, dignity, and understanding, where each individual is valued and affirmed in their identity and beliefs.

Responsibilities

Staff and Volunteers

All staff and volunteers are responsible for upholding the duty of care principles outlined in this policy. This includes actively monitoring student well-being, promptly addressing safety concerns, and fostering positive relationships with students.

Boarding Staff

Staff members working within the boarding premises have a heightened responsibility for the care and supervision of boarding students. They must ensure a supportive and secure living environment conducive to the holistic development of each student.

Leadership Team

The Leadership team is accountable for implementing and monitoring compliance with this Duty of Care Policy. They will provide necessary resources and support to uphold the highest standards of student care.

Procedures

General

- **Risk Management**
Regular risk assessments will be conducted to identify potential hazards and mitigate risks to student safety within the school and boarding premises.
- **Supervision**
Adequate supervision will be provided at all times, both during school hours and within boarding facilities, to ensure student safety and well-being.
- **Support Services**
Access to counselling, pastoral care, and medical services will be available to students to address their academic, emotional, and physical needs.
- **Emergency Response**
Comprehensive procedures will be in place to respond effectively to emergencies, including medical incidents, natural disasters, and security threats.

Boarding House

Staffing and Supervision

- Requirement for adequate staffing levels based on the number and age of boarding students.
- Clear delineation of roles and responsibilities among boarding staff.
- Implementation of structured supervision schedules covering evenings, weekends, and holidays.
- Training and ongoing professional development for boarding staff in areas such as child protection, first aid, and conflict resolution.

Health and Safety

- Regular maintenance checks to ensure boarding facilities meet health and safety standards.
- Implementation of protocols for managing medical emergencies and providing appropriate care.
- Provision of nutritious meals and access to clean drinking water.
- Promotion of hygiene practices and sanitation measures within the boarding environment.

Emotional and Social Well-being

- Establishment of a supportive and inclusive community atmosphere.
- Availability of pastoral care services and counseling support for students.
- Promotion of positive peer relationships and conflict resolution strategies.
- Implementation of programs to foster personal development, resilience, and self-esteem.

Academic Support

- Provision of designated study areas equipped with necessary resources.
- Monitoring of academic progress and offering additional support where needed.
- Collaboration with teaching staff to ensure continuity of learning for boarding students.
- Encouragement of a balanced approach to academic pursuits, extracurricular activities, and downtime.

Communication and Engagement

- Establishment of clear channels for communication between boarding staff, students, parents/guardians, and school administration.
- Regular updates to parents/guardians regarding student well-being and any relevant developments.
- Opportunities for parents/guardians to visit and engage with the boarding community.
- Collaboration with external support services and agencies as necessary.

Communication

Transparent communication channels will be established between school staff, students, parents/guardians, and relevant stakeholders to facilitate the sharing of information and concerns related to student welfare.

Review and Evaluation

This Duty of Care Policy will be reviewed periodically to ensure its effectiveness and relevance in meeting the evolving needs of our school community. Feedback from stakeholders will be sought and incorporated into policy revisions as necessary.

Compliance

All members of the Monivae College community are expected to comply with this Duty of Care Policy. Failure to adhere to these guidelines may result in disciplinary action in accordance with school policies and procedures.

At Monivae College our Duty of Care Policy reflects our commitment to providing a safe, supportive, and enriching educational environment for all students. By upholding these principles and procedures, we aim to nurture the holistic development of each individual and foster a community grounded in compassion, respect, and excellence.

Supporting Documents

- Duty of Care: Supervision of Students Procedure