

DUTY

RATIONALE

Aorangi School students will be supervised between 8:30am and 3:15pm each week day.

PURPOSE

- To ensure the safety and well being of our children and encourage responsible behaviour.
- To supervise childrens' activities outside of the classroom including playtime, lunchtime, sports and school crossings and ensure compliance with normal school rules.

GUIDELINES

1. All children will be supervised before, during and while leaving school.
2. Duty teachers will begin duty promptly and be responsible for children in their duty area. .
3. Teachers will remain in their duty area unless an emergency occurs.
4. In the event of an incident or emergency teachers will follow guidelines in the:-
 - Emergency Management Policy
 - Treatment of Illnesses and Injuries Policy
 - Visitors Policy
5. Teachers will follow the Duty Procedures as listed in Appendix 1.

CONCLUSION

Aorangi School's grounds and environs will be a safe, happy place for students while they are coming to, in, or leaving school.

Approved **Board of Trustees Meeting** ___ / ___ / ___

Signature of Chairperson _____ ___ / ___ / ___

Signature of Principal _____ ___ / ___ / ___