


<h1>Duty of Care Policy</h1>		 <b>Glengala</b> Primary School
<b>Date:</b> August 2019	<b>Owner/s:</b> Samantha Fleming	

## Purpose

The purpose of this policy is to explain to our school community the non-delegable duty of care obligations that all staff at Glengala Primary School owe to our students and members of the school community who visit and use the school premises.

## Scope

“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.

Our school has developed policies and procedures to manage common risks in the school environment, including:

- Student Engagement and Wellbeing Policy
- Yard Duty and Supervision Policy
- Bullying Prevention Policy
- Camps and Excursions Policy
- Visitors Policy
- Volunteers Policy
- Child Safe Standards Policy
- Child Safe Reporting Obligations Policy
- First Aid (including management of ill students) Policy
- OH & S management
- Emergency Management Tools

## Implementation

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 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. 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.

### External Providers

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 Visitors Policy and Camps and Excursions Policy include information on the safety and care of our students when engaged with external providers. Our School will follow all applicable Department of Education and Training policy and guidelines in relation to off-site learning and will ensure that the safety and welfare of the students engaging in these activities is paramount.

### Related Policies and Guidelines

[Personal Liability of School Employees](#)

[Risk Management](#)

### Review of this Duty of Care Policy

#### History of Updates to Policy

Date	Comment (e.g. major review, minor review)
2016	Instituted as a policy
February 2018	Updated policy as per the School Policy Portal Template
April 2019	Updated policy as per the School Policy Portal Template
July 2019	Time for community consultation provided (not necessary)
August 2019	Tabled at school council. Approval is not required. No consultations is required for minimum standards.

### Review Date

<p>This policy is required for minimum standards.  This policy does not require consultation or approval from school council.  This policy was presented to school council in August 2019.</p> <p>Date of next review: 2023 or earlier</p>
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