

# DONVALE PRIMARY SCHOOL



## DUTY OF CARE POLICY

### **PURPOSE**

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

### **POLICY**

“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 a range of policies and/or procedures to manage common risks in the school environment, including though not limited to the following:

### **POLICIES**

1. Yard duty and Supervision
2. Anaphylaxis Management
3. Bullying Prevention
4. Camps and Excursions
5. First Aid
6. Mandatory Reporting
7. External Providers
8. Child Safe Standards – including:
9. Visitors
10. Volunteers
11. *Working with Children and Suitability Checks*

### **PROCEDURES**

1. Tree Maintenance
2. Grounds Maintenance
3. Student Private Property
4. Emergency Management
5. Occupational H & S.

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, including Aboriginal and Torres Strait Islanders 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.

#### **FURTHER INFORMATION AND RESOURCES**

- School Policy and Advisory Guide: Duty of Care
- The Policies listed above may be accessed on our school's website: <http://donvaleps.vic.edu.au/>

#### **REVIEW CYCLE**

Date Implemented:	28 <sup>th</sup> February 2019
Author:	Education Sub-Committee
Approved By:	School Council
Responsible for Review:	Principal/assistant Principal
Review Date:	3 years

