



New Madinah College

Playground Duty and Break Supervision Policy

1. PURPOSE

New Madinah College is committed to providing a safe, supportive and well-supervised environment for all students. This policy outlines the procedures for supervision during before school, recess, lunch, wet weather and dismissal. The College has a legal duty of care to take reasonable steps to protect students from foreseeable risk of harm while under supervision.

2. COMPLIANCE STATEMENT

This policy supports compliance with NESA registration requirements, NSW Child Safe Standards, the Education Act 1990 (NSW), the Work Health and Safety Act 2011 (NSW) and the Children and Young Persons (Care and Protection) Act 1998 (NSW).

3. SCOPE

This policy applies to all teaching staff, support staff, volunteers, students, parents and carers.

4. BEFORE SCHOOL SUPERVISION

- Supervision begins at 8:30am.
- Students must not arrive before 8:30am unless attending a supervised activity.
- No supervision is provided prior to 8:30am.
- At 8:55am, students must be in designated areas for morning dua and announcements.

5. RECESS AND LUNCH SUPERVISION

Staff on duty must:

- Be punctual and actively supervise students.
- Wear high visibility vests where required.
- Carry the first aid bag.
- Intervene in unsafe behaviour.
- Complete incident reports as required.
- Remain on duty until relieved.



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Students must:

- Wear a hat when required.
- Remain seated while eating.
- Dispose of rubbish appropriately.
- Play only in designated areas.
- Follow school rules and report concerns to the teacher on duty.

6. WET WEATHER PROCEDURES

During wet or extreme weather, students remain in classrooms, the hall or designated indoor areas under staff supervision.

7. END OF DAY SUPERVISION

- The end of day bell rings at 3:06pm.
- Staff supervise students until they are collected.
- Students must be collected promptly.
- Uncollected students will be supervised in the office and parents contacted.

8. INCIDENT MANAGEMENT

All incidents are managed in accordance with the Behaviour Management Policy, Child Protection Policy and mandatory reporting obligations.

9. POLICY REVIEW

Date of Last Review: March 2026

Next Review Date: March 2027 or earlier if required.