

DUTY OF CARE POLICY



Help for non-English speakers is available.
Please get in touch with 9707 7799

PURPOSE

This policy aims to explain to our school community the non-delegable duty of care obligations that all Berwick Chase Primary School staff owe to our students and community members who visit and use the school premises.

POLICY

“Duty of care” is a legal obligation requiring schools to take reasonable steps to reduce the risk of reasonably foreseeable harm, including personal injury (physical or psychological) or property damage. The practical 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 shared risks in the school environment, including:

- Yard duty and Supervision
- Bullying Prevention
- Camps and Excursions
- First Aid
- Safe Child Standards
- Emergency Management
- Volunteers
- Visitors
- Working with Children and Suitability Checks
- Mandatory Reporting

Our school acknowledges that we are required to take reasonable precautions to prevent child abuse by an individual associated with the organisation. In contrast, the child is under the organisation's care, supervision or authority.

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 premises are 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.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

Provided to the staff at induction and included in staff handbook/manual

- Discussed at staff meetings/briefings as required
- Made available publicly on our school website
- Included in transition and enrolment packs
- Included as an annual reference in the school newsletter
- Made available in hard copy from school administration upon request

FURTHER INFORMATION AND RESOURCES

- the Department's Policy and Advisory Library (PAL): [Duty of Care](#)
- the Department's Policy and Advisory Library (PAL): [Structured Workplace Learning](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	2/01/2022
Approved by	Principal
Next scheduled review date	Jan 2025