

BEFORE AND AFTERSCHOOL CARE PARENT NOTIFICATION

Student safety at Tecoma Primary School is our highest priority and the safe and appropriate supervision of students is an important element of our duty of care to students. Part of this duty is ensuring parents and students are aware of our student supervision arrangements before and after school.

Before school: School grounds are supervised by school staff from 8:45am until 9:00am. During these times a member of staff will be located at the front entrance of the school and will be roaming around the Administration building. Outside of these hours school staff will not be available to supervise students.

After school: School grounds are supervised by school staff from 3:30pm until 3:45pm. During these times a member of staff will be located at the front entrance of the school, at the drop off bay and be roaming around the Administration building. Outside of these hours school staff will not be available to supervise students.

Students on school grounds outside these times will **not** be supervised (unless they are attending a before or after school care program or supervised extracurricular activity).

Parents/carers are requested to ensure that students do not attend school outside of these supervised times unless they are attending before or after school care, or a pre-arranged supervised activity (i.e. sports practice).

Families are encouraged to contact our Out of School Hours Care (OSHC) Coordinator, Adelle on 0477 725 824 for more information about the before and after school care which is available to our school community. You can also contact the school office on 9754 2354 if you would like any further information about our student supervision arrangements.

A copy of our school's Yard Duty and Supervision Policy is available on the school's website, or a hard copy can be collected from the office. This policy includes Tecoma Primary School's student supervision arrangements across the school day, including before and after school.