

Duty Of Care Policy



Help for non-english speakers

If you need help to understand the information in this policy please contact Kalianna School on 03 5442 1311

Purpose

The purpose of this policy is to provide our school community at Kalianna School with a clear understanding of the non-delegable duty of care obligations that all staff owe to our students and members of the school community 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.

Scope

Our school has developed comprehensive policies and procedures to manage common risks in the school environment, encompassing various aspects, such as:

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



Furthermore, we recognise the need to take reasonable precautions to prevent the abuse of a child by an individual associated with the organisation while the child is under the care, supervision, or authority of the organisation.

Our school staff understands that school activities involve different levels of risk, and particular care may need to be taken to support younger students or those with additional needs. It is also our responsibility to ensure that the school premises are maintained in good repair, and we will take reasonable steps to reduce the risk of injury or damage to members of our community due to the state of the premises.

Communication

At Kalianna School, open communication is encouraged between school staff, parents, carers, and students. Any concerns about risks or hazards at our school, or our duty of care obligations, can be addressed by speaking to the principal.

External Providers

As part of our commitment to ensuring a safe environment, staff at our school acknowledge that our duty of care is non-delegable. Therefore, when external providers are engaged to plan for or conduct an activity involving our students, we are required to take reasonable steps to reduce the risk of reasonably foreseeable harm. Our Visitors Policy and Camps and Excursions Policy include detailed information on the safety and care of our students when engaged with external providers.

Additionally, our school takes proactive measures to ensure student safety during off-site workplace learning programs with external providers, such as work experience, school-based apprenticeships and traineeships, structured workplace learning, and any other workplace learning program involving external providers. We adhere to all applicable Department of Education and Training policies and guidelines concerning off-site learning, ensuring the safety and welfare of the students engaging in these activities is paramount. The Department's guidelines in relation to Workplace Learning are available at the following link:

<https://www2.education.vic.gov.au/pal/structured-workplace-learning/policy>

For more information and Resources

<https://www2.education.vic.gov.au/pal/duty-of-care/policy>

<https://www2.education.vic.gov.au/pal/bullying-prevention-response/policy>

Policy Review and approval

Policy last reviewed	October 2023
Approved by	Principal
Next scheduled review date	October 2027

