

Student use of Playground

Last Reviewed: September 2012

Outcomes

The school playground is a safe and enjoyable environment for students.

Time	Supervised Areas	Specific Rules	Out of Bounds
Before 8:45am:	Nil	No students on the playground without parent or carer supervision. Students in Before Care and/or before school activities must be directly supervised by an adult.	All areas of the school apart from attendance at supervised activities
Before School 8.45am - 9am 1 teacher on duty 9am - 9.15am 2 teachers on duty	Area 1 (inc. Bartlett Street)	<ul style="list-style-type: none"> School bags are left in designated class areas - students are not permitted to return to bags once they have been left Canteen orders are placed at canteen before the start of school. Tennis ball games only are permitted on Bartlett Street. Running games are not permitted No physical contact games 9.15am bell - students walk to class lines and stand quietly in lines to wait for teachers Library: Open Wednesday - Friday from 8.45am - 9.15am for general use School hats are to be worn at all times in the playground. If the student does not have a hat, they must play in the COPA (under the shade structure in Area 1). No students permitted upstairs except to go to library during opening hours or to attend a supervised before school activity. No 3-6 students in infants toilets or K-2 students in primary toilets 	All garden areas Classrooms Verandas, corridors and stairs All playground areas except Area 1/Bartlett Street Playing in/around toilets K - 2 courtyard Hall Fixed Equipment Library on Monday and Tuesday unless in supervised activity Behind and under the demountables Between the hall and the demountables Area past covered walkway between B and J Blocks

Wet weather or adverse conditions (at 9:00am):

Light rain or minor adverse conditions: students move To COLA or COPA Areas.

Heavy rain or major adverse conditions: students move to classrooms and wait for teachers. Teachers share supervision as per wet weather roster. Deputy Principal will make decision. Announcement over PA system and a bell will ring.

Time	Supervised Areas	Specific Rules	Out of Bounds
Recess 10.45am - 11.05am 4 teachers on duty Area 1 = 1 Areas 2/3 = 1 Area 4 = 1 Patrol = 1		<ul style="list-style-type: none"> Teachers to check that all students have both their hat and morning tea prior to departing from classroom. Students walk from class to canteen or playground. Class teachers monitor student movement on verandas and stairs. Students without hats are to be directed to the COPA. All rubbish must be placed in bins or taken home. At 11.05am bell, students move to class lines, stand quietly and wait for teachers. Canteen: Students line up in an orderly manner. Yrs 1-3, Yrs 4- 6 use designated windows. K students do not use the canteen to purchase. Manners are used at all times. No going back to bags No running on hard surfaces No eating on the grass No 3-6 students in infants toilets or K-2 students in primary toilets Teacher on patrol duty will monitor out-of-bounds areas of the school and support area duty teachers when needed. 	All garden areas Classrooms Verandas, corridors and stairs Playing in or around toilets K - 2 courtyard Hall Fixed Equipment Upstairs Library Behind and under the demountable Between the hall and the demountables Area past covered walkway between B and J Blocks Area 4 (behind kinder) for 3-6 students
	Area 1	<ul style="list-style-type: none"> Areas 1 & 2: No running or physical contact games. Tennis ball games only unless using school equipment. 	
	Area 3	<ul style="list-style-type: none"> Area 3 (Grass): Running allowed. Tennis ball games only unless using school equipment. No physical contact games. 	
	Area 4	<ul style="list-style-type: none"> Area 4: Quiet games only. K- 2 students only. Duty teacher remains in the area at belltime until a kindergarten teacher has arrived. 	

Wet weather or adverse conditions:

Light rain or minor adverse conditions: students move To COLA Or COPA Areas.

Heavy rain or major adverse conditions: students move to classrooms. Teachers share supervision as per wet weather roster. Deputy Principal will make decision. Announcement over PA system before recess commences if possible.

Time	Supervised Areas	Specific Rules	Out of Bounds
First half Lunch 12.40 - 1.00pm 5 teachers on duty K-2 = 2 3-6 = 3	Eating Areas: K-2 - Behind K rooms Yrs 3-5 - COPA Yr 6 - COLA	<ul style="list-style-type: none"> Teachers to check that all students have both their hat and morning tea prior to departing from classroom. Students will walk from class to eating areas. Classroom teachers monitor student movement on verandas and stairs. K-5 students are not allowed to the canteen unless picking up lunch orders. Students line up in an orderly manner. Manners are used at all times. Yr 6 students may purchase from the canteen from 12:45pm. Students line up in an orderly manner. Manners are used at all times. No going back to bags No running on hard surfaces No 3-6 students in infants toilets or K-2 students in primary toilets Students to eat their lunch, remaining seated until directed by the supervising teacher to leave when the second half bell rings All rubbish must be placed in bins or taken home. Students walk to play areas. 	<p>All garden areas, including sitting on the log edgings</p> <p>Classrooms</p> <p>Verandas, corridors and stairs</p> <p>Playing in or around toilets</p> <p>K - 2 courtyard</p> <p>Hall</p> <p>Fixed Equipment</p> <p>Upstairs</p> <p>Library</p> <p>Areas 2 and 3</p> <p>Behind and under the demountable</p> <p>Area past covered walkway between B and J Blocks</p> <p>Area 4 (behind kinder) for 3-6 students</p>

Wet weather or adverse conditions:

Light rain or minor adverse conditions: students move To COLA Or COPA Areas.

Heavy rain or major adverse conditions: students move to classrooms. Teachers share supervision as per wet weather roster.

Deputy Principal will make decision. Announcement over PA system before lunch if possible.

Time	Supervised Areas	Specific Rules	Out of Bounds
Second half Lunch 1.00-1.20pm 8 teachers on duty Area 1 = 1 Areas 2/3 = 1 Area 4 = 1 Patrol = 1 Equipment = 1 Stop Think Do Room = 1 (except F) Quiet Room = 1 Library = 1 (M, T, Th)	Fixed Equipment	<ul style="list-style-type: none"> The duty teacher on duty directly supervises the fixed equipment. Students cannot enter fixed equipment area until teacher arrives. If the duty teacher has to leave the immediate area of the fixed equipment, then the students must be instructed to stop playing on the fixed equipment and get off Students without hats are to be directed to the COPA. Duty teacher to supervise student movement away from the area at 1.20pm <p>Fixed Equipment Roster:</p> <ul style="list-style-type: none"> Monday: Kindergarten Tuesday: Yrs 3 & 4 Wednesday: Yr 5 Thursday: Yr 6 Friday: Yrs 1 & 2 <p>The fixed equipment can be used by other students if the demand is low. The duty teacher will make this decision and monitor the equipment for over-crowding.</p>	<p>All garden areas</p> <p>Fixed equipment if unsupervised</p> <p>Classrooms</p> <p>Verandas, corridors and stairs</p> <p>Playing in or around toilets</p> <p>K - 2 courtyard for all students in Terms 1 & 2</p> <p>K - 2 courtyard for all K-5 students in Terms 3 & 4 (ie: Yr 6 only can be in the courtyard)</p> <p>Hall</p> <p>Upstairs</p> <p>Library except when open to students</p> <p>Behind and under the demountable</p> <p>Area past covered walkway towards J Block</p> <p>Area 4 (behind kinder) for 3-6 students</p>
	Area 1 (inc. Bartlett St)	<ul style="list-style-type: none"> No running. Tennis ball games only. No physical contact games. Play permitted for students without hats in the COPA only. Duty teacher to supervise student movement away from the area at 1.20pm 	

Time	Supervised Areas	Specific Rules	Out of Bounds
Second half Lunch (cont.) 1.00-1.20pm 8 teachers on duty	Area 2	<ul style="list-style-type: none"> No running. Tennis balls and school equipment only. No physical contact games. No eating on the grass. Sport equipment access from 1:00pm Students without hats are to be directed to the COPA. Duty teacher to supervise student movement from playground at 1.20pm 	<p>All garden areas Fixed equipment if unsupervised Classrooms Verandas, corridors and stairs Playing in or around toilets K - 2 courtyard for all students in Terms 1 & 2 K - 2 courtyard for all K-5 students in Terms 3 & 4 (ie: Yr 6 only can be in the courtyard) Hall Upstairs Library except when open to students Behind and under the demountable Area past covered walkway towards J Block Area 4 (behind kinder) for 3-6 students</p>
Area 1 = 1 Areas 2/3 = 1 Area 4 = 1 Patrol = 1 Equipment = 1	Area 3	<ul style="list-style-type: none"> Running allowed. Large ball games permitted with school equipment only. No physical contact games. Students without hats are to be directed to the COPA. Sport equipment access from 1:00pm Duty teacher to supervise student movement from playground at 1.20pm 	
Stop Think Do Room = 1 (except F) Quiet Room = 1	Area 4	<ul style="list-style-type: none"> Behind Kinder rooms is a quiet play space for K-2 students only. Students without hats are to be directed to the COPA. Duty teacher to supervise student movement from playground at 1.20pm Duty teacher remains in the area at belltime until a kindergarten teacher has arrived. 	
Library = 1 (M, T, Th)	K-2 Courtyard	<ul style="list-style-type: none"> For Year 6 students only, and only during Terms 3 & 4. Quiet activities only. Hats must be worn. Monitored by patrol duty teacher. 	
	Library open Mon (K-2), Tues (3-4) & Thurs (5-6)	<ul style="list-style-type: none"> Students meet duty teacher at the bottom of stairs at 1:00pm. Return all books, chess sets and push in chairs when finished Teacher ensures library is cleared and monitors stairs at 1.20pm 	
	Patrol	<ul style="list-style-type: none"> Duty teacher will monitor all out-of-bounds area of the school and support area duty teachers when needed. Duty teacher supervises Year 6 Quiet Area in K - 2 courtyard during Terms 3 & 4 	
	Stop Think Do Room	<ul style="list-style-type: none"> Duty teacher to obtain Stop Think Do folder from staffroom. Students wait for teacher outside Stop Think Do room at 1pm If there is only 1 student, wait 2 - 3 minutes and bring the student to the office foyer. Intermittently check Stop Think Do room for students who arrive late or who are sent during the playground period. Have students fill in Restorative Practice question sheet Duty teacher to fill in Stop Think Do referral slips, indicating attendance, and place in Stop Think Do folder Send-home side of slip given to students to take home for signing Room may also be made available for targeted students as a quiet space (instead of the Quiet Room). 	
	Quiet Room	<ul style="list-style-type: none"> Duty teacher opens room at 1:00pm Students are not to enter room until teacher on duty has arrived Students can only attend if they are on the attendance list, and may bring 1 friend. The Stop Think Do Room may also be used as the Quiet Room. 	

Playground equipment - students are only permitted to bring tennis balls to school.

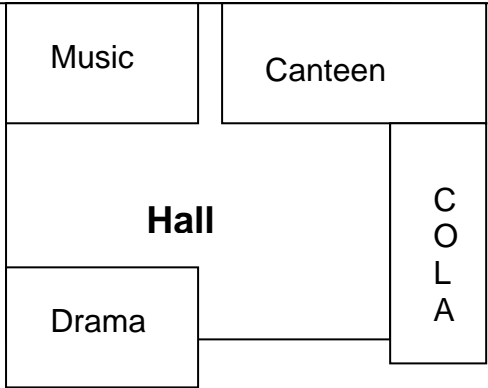
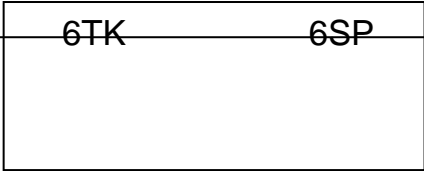
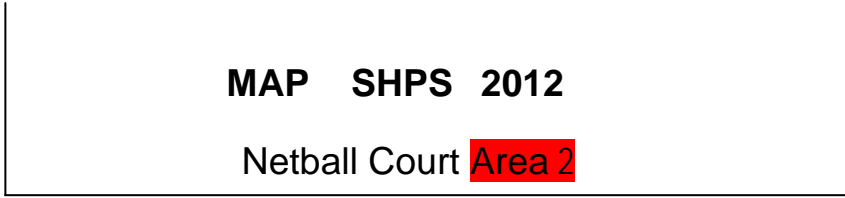
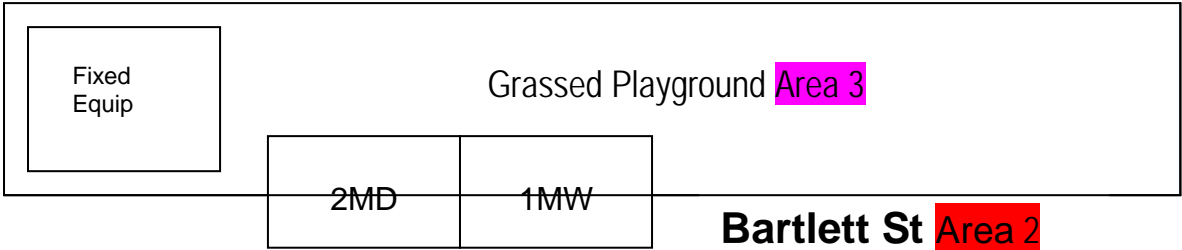
Sports Captains may hand out school equipment in the COLA area from 1:00pm. Equipment to be returned by 1.20pm.

Wet weather or adverse conditions:

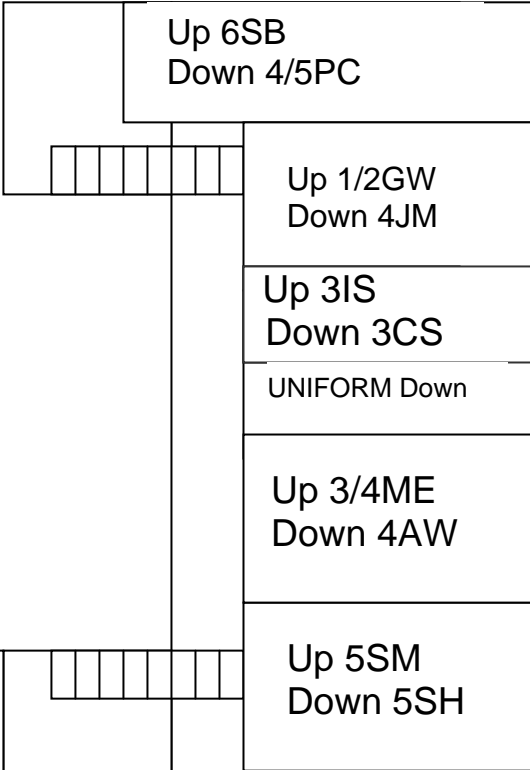
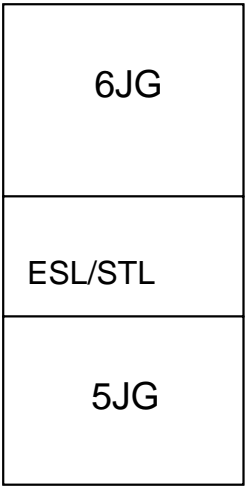
Light rain or minor adverse conditions: students move to COLA or COPA Areas.

Heavy rain or major adverse conditions: students move to classrooms when the bell has been rung. Teachers share supervision as per wet weather roster. Deputy Principal will make decision. Announcement over PA system before lunch if possible.

Time	Supervised Areas	Specific Rules	Out of Bounds
After School 3pm 1 executive staff member on duty monitoring school grounds	No direct supervision	<ul style="list-style-type: none"> • Students attending SHARE line up in COLA at 3:00pm • Students attending Summer Hill Kids go to the hall at 3:00pm • Student attending sports coaching, musical rehearsals or tutorials move directly to the location of that activity • Students who go to tuition on-site need to be supervised by parents or tutors • Students remaining with parents / carers after school are to be under direct parental / carer supervision • All other students to leave the school grounds quickly at 3:00pm • Students whose parents are late wait in school office foyer from 3:15pm. Parents will be contacted from 3:30pm by executive staff member on duty or office staff. • No ball games in any area of the school after 3:00pm. 	All areas of the school unless students are attending a supervised after school activity or are under the supervision of parents/ carers.



COPA / Asphalt
- **Area 1**
3-6 eating



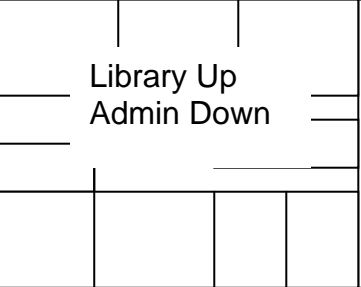
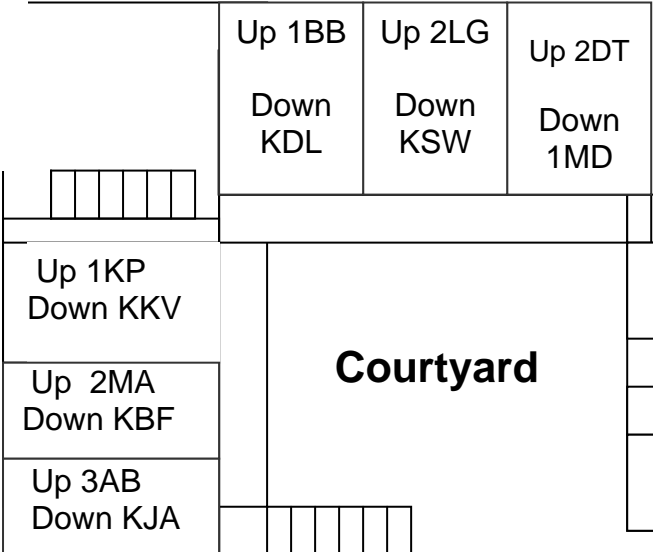
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Area 4
K-2 eating



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