School commitment

St Joseph’s is committed to providing a playground which is a place where children can learn, play and develop their skills and imagination, in a safe and healthy environment.

Management priorities

This school will ensure that:
- Children’s skills and behaviour are considered in the design and maintenance of our playground.
- All playground equipment and play areas are compliant with legal requirements.
- A management system for playgrounds based on Australian standards is developed.
- Playgrounds contain equipment which is approved and in good order.
- Equipment is installed and positioned safely.
- Appropriate soft ground surfaces are provided.
- Equipment is inspected and maintained regularly.
- The playground area is kept clean and clear of hazards.
- Playgrounds are supervised whenever in legitimate use by children, during classtime, lunchtime and recess.
- There is adequate supervision in all areas of the playground.
- All staff and students are aware of the areas where they can and cannot play, allowable behaviours and the management of non compliance.
- All students are reminded to be safe and respectful on the playground.
- This policy aligns with the Pastoral Care and Discipline Policy of the school.
- A variety of playground experiences are offered to students.
## Playground Behaviour

<table>
<thead>
<tr>
<th></th>
<th>Before School</th>
<th>Lunch</th>
<th>Afternoon Tea</th>
<th>After School</th>
</tr>
</thead>
</table>
| **Undercover area**       | • Children sit until 8:40am  
• No ball games until 2nd teacher arrives at 8:40am | • Students sit to eat until 12:05pm  
• No playing with sports equipment during eating times  
• Basketball roster to be followed – no exceptions  
• No branding games | • Students eat afternoon tea in classroom @ 1:55pm  
• Bell rings @ 2pm - students go out to play  
• Students not finished eating stay in undercover area  
• No branding games | • Out of bounds |
| **Lower Undercover Area** | • Out of bounds (place school bags and move to supervised area)                | • Students sit to eat until 12:05pm  
• No playing with sports equipment during eating times  
• Students still eating will go up to large undercover area  
• Out of bounds at playtime  
*Except if playground is closed due to weather  
• No branding games | • Students eat afternoon tea in classroom @ 1:55pm  
• Bell rings @ 2pm - students go out to play  
• Out of bounds  
*Except if playground is closed due to weather  
• No branding games | • Out of bounds |
| **Grass playground**       | • 8:40am with teacher  
• No Hat No Sun Play  
• No branding games | • After eating time  
• Wait for teacher on duty to “open” this area  
• No Hat No Sun Play  
• No branding games | • Students eat afternoon tea in classroom @ 1:55pm  
• Bell rings @ 2pm - students go out to play  
• No food on playground  
• No Hat No Sun Play  
• No branding games | • Out of bounds |
| **Play equipment**         | • 8:40am with teacher  
• No Hat No Sun Play  
• Movement on playground equipment is down hill  
• No other games within the playground equipment boundaries  
• No branding games | • No Hat No Sun Play  
• Movement on playground equipment is down hill  
• No other games within the playground equipment boundaries  
• No branding games | • Students eat afternoon tea in classroom @ 1:55pm  
• Bell rings @ 2pm - students go out to play  
• No food on playground  
• No Hat No Sun Play  
• Movement on playground equipment is down hill  
• No other games within the playground equipment boundaries  
• No branding games | • Out of bounds |
| Top grass playground       | • Out of bounds | • Second half duty teacher to supervise  
|                           |                  | • No Hat No Sun Play  
|                           |                  | • No branding games  
|                           |                  | • Out of bounds  
|                           |                  | • Out of bounds  
| Hall steps & verandah     | • Out of bounds  
|                           | • *Supervised use only  
|                           | • Out of bounds  
|                           | • *Supervised use only  
|                           | • Out of bounds  
|                           | • *Supervised use only  
| Verandahs of D block      | • Out of bounds  
| (S2)                      | • *Supervised use only  
|                           | • Out of bounds  
|                           | • *Supervised use only  
|                           | • Out of bounds  
|                           | • *Supervised use only  
| Canteen                   | • Out of bounds  
|                           | • Only on canteen days  
|                           | • Out of bounds  
| Library                   | • Out of bounds  
|                           | • Open designated days  
|                           | • Quiet games only  
|                           | • Out of bounds  
|                           | • Out of bounds  

<table>
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<tr>
<th></th>
<th>Before School</th>
<th>Lunch</th>
<th>Afternoon Tea</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Undercover area</strong></td>
<td>• Open for handball/skipping/small games.</td>
<td>• Open for handball/skipping/small games.</td>
<td>• Open for handball/skipping/small games.</td>
</tr>
<tr>
<td></td>
<td>• No large ball games/basketball.</td>
<td>• No large ball games/basketball.</td>
<td>• No large ball games.</td>
</tr>
<tr>
<td></td>
<td>• No branding games.</td>
<td>• No branding games.</td>
<td>• No branding games.</td>
</tr>
<tr>
<td><strong>Lower Undercover Area</strong></td>
<td>• Out of bounds (place school bags and move to supervised area) before 8:40am</td>
<td>• Open for handball/skipping/ small games.</td>
<td>• Open for handball/skipping/ small games.</td>
</tr>
<tr>
<td>(near S1)</td>
<td>• Supervised play in this area 8:40am - 9:00am</td>
<td>• No branding games.</td>
<td>• No branding games.</td>
</tr>
<tr>
<td></td>
<td>• No branding games.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Grass playground</strong></td>
<td>• Closed</td>
<td>• Closed</td>
<td>• Closed</td>
</tr>
<tr>
<td><strong>Play equipment</strong></td>
<td>• Closed</td>
<td>• Closed</td>
<td>• Closed</td>
</tr>
<tr>
<td><strong>Hall</strong></td>
<td>• Closed</td>
<td>• Opened by second half staff supervisor</td>
<td>• Closed</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Open for quiet activities (organised by staff member on duty)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Students may bring games, board games, lego etc.</td>
<td></td>
</tr>
<tr>
<td><strong>Library</strong></td>
<td>• Closed</td>
<td>• Open for quiet activities on prescribed days</td>
<td>• Closed</td>
</tr>
</tbody>
</table>
Out of Bounds - Unless Supervised by Staff
(see Out of Bounds Map)
Out of bounds areas indicated in school with red painted lines on the ground.

<table>
<thead>
<tr>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Car pick up area</td>
</tr>
<tr>
<td>Verandah of Kindergarten</td>
</tr>
<tr>
<td>Area behind Junior Joey’s room</td>
</tr>
<tr>
<td>Grass area between hall &amp; S3</td>
</tr>
<tr>
<td>Gardens behind library - upto the Telstra box</td>
</tr>
<tr>
<td>Verandahs of McCarthy Hall (including stairs)</td>
</tr>
<tr>
<td>Verandahs of Stage 2</td>
</tr>
<tr>
<td>Behind Pudding Factory</td>
</tr>
<tr>
<td>Behind Aspect classrooms</td>
</tr>
</tbody>
</table>

Students must enter school via front gates (using footpath beside church) not across the playground unless they have a bike/scooter.

No student to be left unsupervised in classrooms before school, at breaks or after school.
PLAYGROUND SUPERVISION

- Teachers are assigned playground duty on a rostered basis.
  - This roster is determined each term by the Assistant Principal in consultation with staff.
- When on duty, rostered staff need to be on time and in the correct area.
  - On Canteen days this will include supervision of the Canteen area.
- Duty teachers must wear a hat, wear the fluoro vest and carry a bumbag.
- Supervising staff need to constantly move around the area where they are rostered. Standing still, using a mobile phone or chatting to other staff does not constitute vigilance.
- Playground duty needs to be viewed as a positive experience with opportunity to get to know students.
- All students must remain in the assigned areas.
- No hat no sun play means students without a hat must play in the undercover areas under shaded protection. They may participate in structured play activities throughout the school.
- Staff need to ensure students are following the School Behaviour Benchmarks and Code in the playground.
- As the school is a Restorative Practice school, discipline needs to be administered in accordance with these practices and it is essential that staff do not presume to know what has occurred on the playground but should instead take the time to hear from all involved students.
  We follow the Restorative Practice procedures
    1. What happened?
    2. What were you thinking?
    3. How have people been affected?
    4. How can I make things better?
- If you see a continuing problem please seek support from another staff member.
- A class teacher from each stage group must be at class lines as soon as possible after the first bell and before the second bell rings.
- The duty teacher will remain on duty until class teachers arrive at lines prior to the second bell.
- Teachers will award blue cards for student’s displaying positive behaviour.
- Teachers will follow steps of proactive supervision (make a better choice, stop and think and time out) as per St Joseph’s Proactive Management and Benchmarks (see Pastoral Care and Discipline Policy).
- If a student has reached Time Out they must either sit out of play or walk with the teacher on duty.
- Reflection sheets must be completed if a student has reached Time Out. These are to be physically handed to the pastoral teacher of the student, with an explanation/discussion. The pastoral teacher will make contact with parents as required.
BEFORE SCHOOL DUTY

- This duty begins at 8.30am for first teacher.
  - When they begin duty all students should be in the undercover area waiting for the duty teacher, sitting sensibly.
  - Any handballs etc should be in pockets, not being played with.
  - No games should begin prior to duty teachers arriving.
- The second teacher joins in at 8.40am.
  - At this time the students may move with the duty teacher, to the lower playground if they have their hat.
  - The duty teacher will remain on duty until class teachers arrive at lines prior to the second bell.
- Duty teachers must be on time, wear a hat, wear the fluoro vest and carry a bumbag.

FIRST LUNCH DUTY

- This duty begins at 11.50am with a teacher on duty in each undercover area.
  - The students bring their lunch to these areas.
  - There will be NO movement during eating time.
  - Students may use the bin or leave the area only after eating time is finished and they have been dismissed when their area has been checked.
- When students have finished eating and their area is cleaned and checked they may move towards the playground but cannot go above the lower playground area until second duty teacher arrives for duty.
- Any children taking a while to eat in the lower undercover area may need to be moved to top undercover area to finish eating.
- NO food is to go to the grass playground.
- Duty teachers must be on time, wear a hat, wear the fluoro vest and carry a bumbag.
SECOND LUNCH DUTY

- These teachers begin duty at 12.15pm.
  - Teacher on undercover monitors the school side of the play areas walking around near toilets, canteen, library etc as well as undercover area.
  - The teacher on lower yard monitors the area on bottom of playground and in lower undercover area.
- The two staff on upper playground monitor this area and supervise any formalized games being played there.
  - The top playground begins in line with playground equipment.
- Play during normal lunch should not be in the following areas: outside canteen or higher up the grass area; outside Stage 3 rooms; on verandahs of Kinder (roadside) or on verandah of hall.
- No hat no sun play means students without a hat must play in the undercover areas under shaded protection. They may participate in structured play activities throughout the school.
- The duty teacher will remain on duty until class teachers arrive at lines prior to the second bell.
- Duty teachers must be on time, wear a hat, wear the fluoro vest and carry a bumbag.

AFTERNOON TEA DUTY

- These teachers begin duty at 2:00pm.
  - Teacher on undercover monitors the school side of the play areas walking around near toilets, canteen, etc as well as undercover area.
  - The teacher on lower yard monitors the area on bottom of playground and in other undercover area.
- Play during afternoon tea should not be in the following areas: outside canteen or higher up the grass area; outside Stage 3 rooms; on verandahs of Kinder (roadside) or on verandah of hall.
- No hat no sun play means students without a hat must play in the undercover areas under shaded protection.
- The duty teacher will remain on duty until class teachers arrive at lines prior to the second bell.
- Duty teachers must be on time, wear a hat, wear the fluoro vest and carry a bumbag.
BUS DUTY

- Students move to the bus lines on the pathways, not across the car park nor via the playground equipment.
- Please visit the toilet on the way to the bus lines.
- No ball games.
- Students sit behind cones for their bus.
- Students must wait for the teacher to escort them to the bus.
- All rubbish must be disposed of properly.
- Duty teachers must be on time, wear a hat and wear the fluoro vest.

CAR PICK UP

- Students come to silver seats and sit to wait.
- Please visit the toilet on the way to car pick up.
- No ball games.
- Students must wait to be called to the car by the duty teacher, or watch for their parents’ car.
- All rubbish must be disposed of properly.
- Duty teachers must be on time, wear a hat and wear the fluoro vest.

MAIN RULES FOR PLAYTIME

- Any bullying will not be tolerated.
- No running on cement areas.
- No big ballgames on school side of playground except on basketball court.
- Students need to seek permission to get balls from gardens, outside fences, etc.
- No branding type games to be played.
- There will be TIP only games. Anyone tackling or using two hands will automatically be sat out of play. Please be very vigilant with this.
- No students should be given keys to enter the sportsroom or a classroom during breaks.
- No students to be left unsupervised in classrooms before school, during break times or after school.
- All classes have a set of equipment for the playground kept in their room (classroom teachers to organise and monitor).
- No basketballs on wet days. Follow the basketball roster.
- Basketball are only to be played with on basketball courts. Balls are not to be kicked or thrown further than half court.
- Area outside computer room is for handball only.
- In wet weather, no balls should come from classrooms as there is not enough space for all these games.
WET WEATHER

- Wet weather will be called by either Assistant Principal or delegate.
  - They will send students to your class prior to the break to give you this information.
  - When this occurs the teachers rostered for top playground open the Hall at second half lunch.
  - Class games boxes are to be gathered from the classrooms and taken to Hall and returned.
  - At afternoon tea the students play in walkways and undercover areas.
  - In extreme weather the classrooms may be utilized.
  - On days where the playground is too wet to access, particularly before school, there may need to be some restrictions put in place for play by the teachers on duty. This is at their discretion.

Staff ✓
Parents ✓
Reviewed: 2016 Therese Seymour, Principal
To be reviewed: 2017