

Learning with an external provider

POLICY – TAWONGA PRIMARY SCHOOL

1. POLICY STATEMENT

Tawonga PS aims to create and maintain a learning environment that facilitates development of the whole person and to promote a healthy, supportive and secure environment for all students. The school offers programs to enable students to further their learning by complementing classroom lessons with experts and resources from outside the immediate school community.

All students have the right to feel and be safe in the framework of programs offered by Tawonga PS and in those offered by external providers.

2. GUIDELINES

2.1 The school will provide a positive environment in which all teachers assume responsibility for student welfare, endeavouring to provide successful experiences for all students, where students feel and are safe and secure in a supportive environment and where a sense of belonging and wellbeing is strengthened.

2.2 Tawonga PS accepts a duty of care to students accessing an external provider. The school will ensure regulations relating to VIT registration, appropriate qualifications and supervision will be observed. Where the school deems a learning environment to be in accordance with the learning, social and emotional development of the student, and where staff do not have VIT registration, the school will provide appropriate supervision of our students.

3. PROGRAM

3.1 The school may access outside services to provide support for students and staff which may include:

- Psychologists
- Counsellors
- Teachers
- Mentors
- Tutors
- Social Workers

The School Council must approve all external providers.

Co-ordination of the external providers will rest with the Principal Class Officers to ensure that:

- all external providers must meet all regulatory requirements (eg WWC, Child Safe Standards).
- students will attend programs offered by external providers only with the express prior written consent of their parents
- students who do not attend an activity provided by an external provider during school hours will be provided with suitable alternative activities.

3.2 The School Council will ensure that professional indemnity, public liability, building and contents and any other necessary insurance to cover the needs of programs offered by external providers is met by the provider if offered off site.

4. DUTY OF CARE

At law, the Duty of Care cannot be delegated.

- Be aware that students are usually less constrained and more prone to accident and injury than in a more closely supervised classroom.
- Be aware that an incursion with an external provider does not absolve supervision duties of the teacher, including first aid duties. A teacher must be present at all times and remain the person designated with duty of care responsibilities.
- Be aware that incursions require the teacher to fully comply with DEECD guidelines and brings with it an increased duty of care. It is a teacher's responsibility to be aware of these guidelines and remain the person designated with duty of care.
- Be aware that incursions require the teacher to ensure that the venue adheres to DEECD guidelines.
- Be aware that school policy is for students to be counted and at other times on a regular basis whilst participating in the incursion.
- Arrangements will be made for students not attending the incursion to continue their normal program under supervision of another teacher.

5. EVALUATION

This policy will be reviewed annually or more often if necessary due to changes in regulations or circumstances

This policy was last ratified by School Council in...

May 2017