



EYNESBURY
PRIMARY SCHOOL

Duty of Care Policy

2023-2025



DUTY OF CARE POLICY

PURPOSE

The purpose of this policy is to explain to our school community the non-delegable duty of care obligations that all staff at Eynesbury Primary School 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.

Our school has developed policies and procedures to manage common risks in the school environment, including:

- Student Engagement and Wellbeing
- Yard duty and Supervision
- Bullying Prevention
- Camps and Excursions
- First Aid
- Grounds Maintenance
- Student Private Property
- Child Safe Standards
- External Providers
- Emergency Management
- Volunteers
- Visitors
- Working with Children and Suitability Checks
- Mandatory Reporting
- Occupational Health and Safety

Located within the Melton and Wyndham local government areas in the suburb of Eynesbury is Eynesbury Primary School which opened its doors in Term 1, 2021. The suburb of Eynesbury is another of Victoria’s outer suburbs experiencing significant growth – with the attraction of new affordable living data indicates that 90% living in the area are homeowners with 66% of them being young families. The school has been designed for future growth - set on 3.50 hectares, opening for year levels Foundation – 6, in Term 1, 2021, with an enrolment capacity of 475. A kindergarten is also located adjacent to the school making the transition from Early Childhood to primary school years as smooth as possible.

The school’s mission is to ensure that young people and their community work together in the pursuit of learning and achievement excellence. Guided by their Values of Excellence, Integrity, Community and Kindness - Eynesbury Primary School’s objective is to ensure that all students will attain the knowledge and learning traits that will enable a lifelong love of learning and the disposition and capacity to engage critically and confidently within society.

Staff at our school understand that school activities involve different levels of risk and that particular care may need to be taken to support younger students or students with additional needs. Our school also understands that it is responsible for ensuring that the school premises are kept in good repair and will take reasonable steps to reduce the risk of members of our community suffering injury or damage because of the state of the premises.

School staff, parents, carers and students are encouraged to speak to the principal to raise any concerns about risks or hazards at our school, or our duty of care obligations.

External Providers

Staff at our school acknowledge that, as our duty of care is non-delegable, we are also required to take reasonable steps to reduce the risk of reasonably foreseeable harm when external providers have been engaged to plan for or conduct an activity involving our students. Our *Visitors Policy* and *Camps and Excursions Policy* include information on the safety and care of our students when engaged with external providers.

Communication

This policy will be communicated to our school community in the following ways:

- Provided to staff at induction and included in staff handbook/manual
- Discussed at staff meetings/briefings as required
- Made available publicly on our school website
- Included in transition and enrolment packs
- Made available in hard copy from school administration upon request

Further information and resources

- Policy and Advisory Library: [Duty of Care](#)
- Bullying Prevention Policy
- Child Safety Policy
- Child Safety Responding and Reporting Policy and Procedures
- First Aid Policy
- Statement of Values and School Philosophy Policy
- Student Wellbeing and Engagement Policy
- Yard Duty and Supervision Policy

Policy Review and Approval

Policy last reviewed	27/7/23
Approved by	Principal
Next scheduled review date	1/7/25

Date: 27/07/23

Date for review: 1/07/25