

Safe use of Playground Equipment and Areas

Effective risk and safety management processes and procedures need to be implemented to ensure that all playground equipment and areas:

- Are 'safe to use' (technical aspects related to site, layout, functional design and maintenance meet the requirements of Guidelines for School Playgrounds: Playground Safety Management Feb 2005 and any updates)
- Are 'used safely' (schools develop, implement and regularly review practices in relation to staff responsibilities and student behaviour).

Supervision roster (yard-duty roster) and responsibilities

- The principal is under a duty of care to provide a roster and ensure that it is implemented.
- Individual staff members are under a duty of care to implement the supervisory responsibilities allocated to them.
- The school should also prepare guidelines so that all staff (including relief teachers) know their responsibilities when rostered for yard duty.

Rules for use of playground areas and equipment

School rules would normally include:

- Expected code of behaviour (such as, no pushing, no jumping from specified high equipment)
- Caring for the area and equipment
- Use of equipment in wet weather
- Any areas that are out of bounds
- Rostering of students to use the equipment (may be needed if overcrowding occurs or if older students dominate its use)
- Sun protections

Injury reporting, recording and analysis

Schools should attempt to contact the parents/guardians first before telephoning for medical attention, except in an extreme emergency. In serious cases, parents/guardians must always be informed as quickly as possible of their child's condition and of the actions taken by the school. Parents/guardians should be informed of any first aid emergency treatment their child has received. Government schools are required to report all injuries and incidents to DEECD.