St Francis Xavier Primary School Ballarat East Ltd



ABN 47 838598 852

Reviewed: July 2020

Supervision of Students Information for Parents

Supervision is provided between 8.30 am and 3.30 pm for all students.

Children are under the care of class teachers during actual school hours.

Staff supervision is provided from 8:30-8:45am in the Undercover Area and at recesses and lunch on a roster system.

Students are supervised by a staff member when attending any indoor lunchtime activity i.e. Trading Club

Please ensure that your children do not arrive at school before 8.30am and that they are picked up after school at 3.20 pm. Families who need to drop children off earlier than 8.30am are asked to first discuss this with the Principal. Due to the lack of direct supervision we do not encourage early arrivals. All children are required to wait in the undercover area until 8.30am. Classrooms are opened for students at 8.30am.

Bus children are dismissed from their rooms at 3.15pm and move to the bus departure point. Other children are dismissed from their classrooms. Students who not been collected by 3.40pm will be asked to wait in the school office.

Information regarding student supervision can be found in the Parent Handbook and any changes to supervision arrangements will be advised via the school newsletter.

This information is communicated to parents at the beginning of the year, reminders are placed in the school newsletter at regular intervals and can be found in the Parent Handbook.