

## 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 Sunshine College 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:

- Yard Duty and Supervision
- Bullying Prevention
- Camps and Excursions
- First Aid
- School Medication
- Sexual Harassment
- Emergency Management
- Occupational Health and Safety
- Hot Weather
- School Uniform
- Student Wellbeing
- Youth Suicide Prevention
- Anaphylaxis Management
- Anti-Bullying and Harassment
- Child Protection – Reporting Obligations
- Child Safety – Code of Conduct
- Child Safety Policy
- Drug Education and Incident
- Mandatory Reporting
- Working with Children and Suitability Checks
- Visitors
- Volunteers

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.

## FURTHER INFORMATION AND RESOURCES

- School Policy and Advisory Guide: [Duty of Care](#)  
[www.sunshine.vic.edu.au](http://www.sunshine.vic.edu.au)

## REVIEW CYCLE

This policy was last updated in June 2018 and is scheduled for review in June 2019.