



Purpose

The purpose of this policy is to ensure the safety, wellbeing, and appropriate supervision of all students attending Pushkin Lyceum Community Language School.

The school has a duty of care to all enrolled students during school hours and while students are participating in school activities on school premises.

Students Below VCE Level

Students below VCE level are strictly prohibited from leaving the school grounds during the school day, including during recess and lunch breaks, unless collected by a parent/guardian or granted permission by school administration in exceptional circumstances.

Students must remain within designated supervised areas at all times during school hours.

VCE Students

VCE students who are 16 years of age or older may leave the school grounds during the main break only if:

- Written permission has been provided by a parent or guardian in advance
- Permission has been approved by the school administration

Without written parental permission, VCE students must remain on school grounds during all breaks.

VCE students who have permission to leave the school grounds must:

- Inform their class teacher before leaving the school grounds
- Advise where they are going and approximately how long they will be away
- Ensure that they return to school and attend all classes on time

Failure to return to class on time may result in disciplinary action and withdrawal of permission to leave the school grounds.

Breach of Policy

Leaving the school grounds without permission is considered a breach of school rules and student safety procedures.

Where a student breaches this policy, disciplinary consequences may apply, including:



STUDENT SUPERVISION AND LEAVING SCHOOL GROUNDS POLICY

- Additional supervised study or detention after classes
- Parent/guardian notification
- Further disciplinary action where appropriate

Where additional supervision outside normal school hours is required due to a breach of this policy, the cost of teacher/supervisor time may be charged to parents/guardians at a rate of \$80 per hour.

Duty of Care

The school's duty of care applies throughout the school day. Students who leave school grounds without permission place themselves outside approved school supervision arrangements and may compromise their safety and wellbeing.

Parent/Guardian Responsibilities

Parents and guardians are responsible for:

- Ensuring students understand and follow this policy
 - Providing written permission where applicable
 - Informing the school of any changes to supervision arrangements
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Student Responsibilities

Students are expected to:

- Remain on school grounds unless permission has been granted
 - Follow all school supervision rules
 - Behave responsibly and safely at all times
 - Return to class promptly after breaks
 - Inform teachers appropriately when leaving the school grounds under approved arrangements
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Policy Review

This policy may be reviewed and updated periodically by Pushkin Lyceum Community Language School to ensure compliance with school safety requirements and Victorian educational standards.