

ELTHAM HIGH SCHOOL

POLICY DOCUMENT ***Duty of Care***

This policy outlines the duty of care obligations for staff in our school community.

The purpose of this policy is to explain to our school community the non-delegable duty of care obligations that all staff at Eltham High School owe to our students and members of the school community who visit and use the school premises.

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 _____ and _____ include information on the safety and care of our students when engaged with external providers.

Our school also takes steps to ensure student safety when they are engaging in off-site workplace learning programs with external providers, such as when students are participating in work experience, school-based apprenticeships and traineeships, structured workplace learning and any other workplace learning program involving external providers. Our school will follow all applicable Department of Education and Training policy and guidelines in relation to off-site learning and will ensure that the safety and welfare of the students engaging in these activities is paramount. The Department's guidelines in relation to Workplace Learning are available at the following link:

<https://www.education.vic.gov.au/school/principals/spag/curriculum/pages/workplace.aspx>

The School Council has responsibility for the establishment, evaluation and review of school policies. The School Principal has the responsibility to ensure that school policies are implemented effectively.

Minor changes to the policy (changes that will not affect the spirit of the policy) may be made at the discretion of the Principal.

The Policy Review and Evaluation process will recommend any major changes to the policy to School Council.

All associated policies can be found on the school website at:

<https://www.elthamhs.vic.edu.au/documents/index.php?dir=Information+and+Help%2FPolicies%2F>

Further information can be accessed on the DET website at:

Duty of Care

<https://www.education.vic.gov.au/school/principals/spag/safety/Pages/dutyofcare.aspx>

Workplace Learning

<https://www.education.vic.gov.au/school/principals/spag/curriculum/pages/workplace.aspx>

This policy should be reviewed every 3 years.

Date Endorsed: 28/07/20 (*This policy is not required to be endorsed by School Council*)

Executive Officer

Eltham High School Council

CONSULTATION PROCESS AND WORKING PARTY INFORMATION:

This policy was written by: Fran Mullins

**PROCESS FOR POLICY
DEVELOPMENT AND REVIEW**

