



"To Live, To Love, To Grow In Christ"

HOLY SPIRIT CATHOLIC PRIMARY SCHOOL

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Wet Weather Policy and Procedures

During wet weather days, particularly thunderstorms where safety is an issue, teachers and support staff will be available to provide supervision in safe enclosed areas. Where wet weather occurs, information will be announced over PA to remind all staff and students of procedures in place.

- A reminder that all information regarding this is available to all staff (*Staff Handbook* – on staff computer drive).

Where wet weather occurs whilst students are on the playground, a bell will sound followed by message to remind of procedures and policy.

Students/staff will be informed to move to their wet weather classroom/learning area following leaving school assembly area. Students are not permitted to leave assembly area until informed by teaching staff.

Staff identified to provide duty of care in wet weather classroom provided below.

CLASS	SUPPORT STAFF	AREA
Rooms 8 & 9 (Transition)	Teachers & Support Staff	Room 9
Rooms 2, 4 & 6 (Year 1/2)	Teachers & Support Staff	Room 2
Rooms 14, 15 & 17 (Year 3/4)	Teachers & Support Staff	Room 14
Rooms 10, 12 & 13 (Year 5/6)	Teachers & Support Staff	Multipurpose Room

Generally, when it is time for a break a classroom teacher is ready for a bite to eat or alternatively a trip to the bathroom. Therefore, it is important that staff covering classroom duties receive a break as soon as is possible.

Our model above allows classroom teachers to have their required break as well as ensure their students are provided duty of care through supervision. For duty of care, this is to be provided by classroom, specialist teachers as well as those in executive (Principal/Deputy Principal). In addition, support staff (ISA/AIEW) is timetabled to provide at least half time of duty to ensure duty of care is in place (this must only occur with classroom teacher).

Support staff has a role in wet weather duties. They are not to take responsibility for a class but can assist with a teacher in the room.

Where support staff (ISA/AIEW) is timetabled to assist with duty of care during wet weather they can use time after bell sounds to have their break time. Where this occurs, staff will however expect them in class as close to the time they are scheduled or timetabled.

Classes should be prepared with some free play activities. Classes that have special arrangements for wet weather settle in quickly as they know the drill and have a variety of activities to engage in.

This plan is only effective if staff communicates and work effectively with each other. It is imperative that staff needs are met but ultimately '**duty of care**' is provided.

At the end of day assembly if weather creates unsafe environment children will be held back until parents come in and collect children or weather improves. We have a policy in place for this and as required will be shared with everyone.

In the event of an official announcement of school closure due to imminent cyclone threat we ask all parents/carers to refer to School Policy and Procedures.