



No. 4314

Chatham Primary School

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EXTERNAL PROVIDER POLICY

PURPOSE

All students have the right to feel and be safe in the framework of programs offered by external providers on Chatham Primary School grounds before, during or after school hours.

SAFETY & WELLBEING OF STUDENTS LEARNING WITH AN EXTERNAL PROVIDER

Chatham Primary School accepts a duty of care to students accessing an external provider during class contact time. E.g. a dance company presenting to a whole class, year level or whole school group.

All such providers are required to provide current Working With Children Cards or a current police check before entering the site and meet Child Safe compliance regulations.

Parents accessing out of class contact time (Out of school hours and school lunch breaks) extra-curricular programs run by external providers acknowledge the duty of care and supervision of their children by the provider, not the school, and will be required to sign an agreement that reflects this understanding prior to commencement of any extra-curricular activity.

STRATEGIES

- All external providers must meet all regulatory requirements.
- Within school hours students will attend programs offered by external providers only with the express prior written consent of their parents
- Students who do not attend an activity offered by an external provider within school hours will be appropriately supervised in an alternative classroom, with an appropriate learning activity
- For each external provider the school is responsible for sighting and keeping on file a copy of:
 - Current Working With Children Check card or current Police Check
 - Appropriate individual indemnity / public liability insurance where required
 - A signed acknowledgement of the Chatham Primary School Child Safety Code of Conduct or equivalent document devised by the organisation
 - Evidence of informed parental consent relating to the supervision of their children.

PROVISION OF EXTRA CURRICULAR ACTIVITIES

The School Council will approve all external providers for extra-curricular purposes. Co-ordination of the external providers will be the responsibility of the Principal Class Officers or their delegates. External providers approved / accepted by the school will:

- Be appropriately qualified or trained for the specific activity
- Be cost effective
- Operate in a manner consistent with Chatham Primary School policies and values
- Be inclusive - consider socioeconomic, ability, gender and religious factors
- Evaluate their programs or presentations on a regular basis

REVIEW CYCLE

This policy was last updated in 2019 and is scheduled for review in 2020

School Council President:  _____

School Principal:  _____

Date: 19th September '19

As approved by the School Council meeting of 16th September 2019