Safe and Supportive Environment Policy & Procedure

1.0 Purpose

1.1 The purpose of this policy and procedure is to ensure that Macquarie Grammar School (MGS) abides by the requirements of NSW Education Standards Authority (NESA) Registered and Accredited Individual Non-Government Schools (NSW) Manual 3.6.2 Safe and Supportive Environment

2.0 Responsibility

2.1 The Director of Curriculum and Compliance and the Director of Welfare and Operations are responsible for the implementation of this policy/procedure and to ensure that staff and students are aware of its application and that staff implement its requirements.

3.0 Requirements

3.1 MGS provides a safe environment by the implementation of instance specific policies and procedures to ensure risk is either removed or mitigated via these controls

3.2 MGS provides a supportive environment of respect and fairness by the implementation of instance specific policies and procedures

4.0 Security

4.1 MGS has implemented policies and procedures as listed in this document that specifically address the safety and well-being of students which address specific areas:

- 4.1.1 appropriate levels of supervision;
- 4.1.2 security of buildings;
- 4.1.3 procedures in case of fire;
- 4.1.4 use of grounds and facilities;
- 4.1.5 travel on School-related activities

5.0 Supervision

5.1 Appropriate measures are in place to ensure that all students are adequately cared for and supervised while undertaking both on-site and off-site activities, as per the 192-PP-MGS Movement and Supervision of Students Policy and Procedure.

6.0 Conduct

6.1 The MGS code of conduct is implemented and makes specific reference to:

- 6.1.1 the rights and responsibilities of students and staff within the School community;
- 6.1.2 behaviour management;
- 6.1.3 the role of any School Leadership System (or equivalent) in the School and the monitoring of that system; and
- 6.1.4 the management and reporting of serious incidents.

7.0 References

7.1	NESA Registered and Accredited Individual Non- Government Schools (NSW) Manual 3.6.2 Safe and Supportive Environment Policies and Procedures	
7.2	192-PP-MGS	Movement and Supervision of Students Policy and Procedure
7.3	173-PP-MGS	Excursion Notification Policy
7.4	007-PP-MGS	Work Health and Safety Policy and Related sub policies as listed therein
7.5	027-PP-MGS	Code of Conduct Policy & Procedure
7.6	004-PP-MGS	Student Discipline and Misconduct Policy

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	7.7	003-PP-MGS	Student Complaints and Appeals Policy
	7.8	024-PP-MGS	Working With Children Policy & Procedure
	7.9	080-PP-MGS	Younger Overseas Students Policy
	7.10	124-PP-MGS	Course Progress Policy and Procedure
	7.11	206-PP-MGS	Homework Policy
	7.12	146-PP-MGS	Student Leadership Policy
	7.13	167-PP-MGS	Communication with Parents & Students Policy
	7.14	179-PP-MGS	Gifted & Talented Students Policy
	7.15	149-PP-MGS	The Educational Context of the School

8.0 Revision History

Rev.	Date	Description of modifications
1.	01/06/2009	Original Policy Draft including original draft document text from MGS
2.	10/12/2012	MEGA replaced with MGS; OHS replaced with WHS
3.	02/05/2013	Amendments to References
4.	15/04/2014	Replaced BOS with BOSTES
5.	25/05/2016	Replaced Titles, roles and procedures
6.	18/03/2018	Updated terminology, roles and procedures
7.	16/03/2023	Updated terminology, revised roles and procedures

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