



Princes Hill Secondary College

Duty of Care Policy

Purpose

The purpose of this policy is to explain to our school community the non-delegable duty of care Duty of Care obligations that all staff at Princes Hill Secondary College owe to our students and members of the school community who visit and use the school premises.

Policy

Our school acknowledges we are required to take reasonable precautions to prevent the abuse of a child by an individual associated with the organisation while the child is under the care, supervision or authority of the organisation.

Staff at our school understand that school activities involve different levels of risk and that particular care may need to be taken to support younger students or students with additional needs. Our school also understands that it is responsible for ensuring that the school premises are kept in good repair and will take reasonable steps to reduce the risk of members of our community suffering injury or damage because of the state of the premises.

School staff, parents, carers and students are encouraged to speak to the principal to raise any concerns about risks or hazards at our school, or our duty of care obligations.

Our school has developed policies to manage common risks in the school environment, including:

- [Yard Duty and Supervision Policy](#)
- [Bullying Prevention Policy](#)
- [Camps and Excursions Policy](#)
- [First Aid Policy Policy](#)
- [Child Safety and Wellbeing Policy](#)
- [Child Safety Responding and Reporting Policy and Procedures](#)
- [Visitors Policy](#)
- [Occupational Health and Safety Policy](#)

External Providers

Staff at Princes Hill Secondary College 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 [Visitors Policy](#) and [Camps and Excursions Policy](#) 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,

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school-based apprenticeships and traineeships, structured workplace learning and any other workplace learning program involving external providers.

Our school will follow all applicable Department 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 Structured Workplace Learning are available [here](#).

Communication

This policy will be communicated to our school community in the following ways:

- Provided to staff at induction and included in staff handbook/manual
- Discussed at staff meetings/briefings as required
- Made available publicly on our school website
- Included in transition and enrolment packs
- Included as annual reference in school newsletter

Related policies and resources

Department Policy and Advisory Library (PAL) links:

- [Duty of Care](#)
- [Structured Workplace Learning](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	28 March 2023
Approved by	Principal
Next scheduled review date	26 March 2027