



2022

Reviewed Jan 2022

Mackay North State School



Grounds Policy

RATIONALE

We are committed to providing a safe, secure and supportive learning environment for students, staff and the wider community. It is imperative, for the welfare of students and staff, the protection of property, resources and information and the health and safety of everyone, that all persons on school grounds have signed in, undergone relevant induction and have the necessary documentation in place for the purpose of their visit.

PROCEDURE

- All visitors, volunteers, delivery personal and contractors are required to report to the school office and sign in
- Contractors and deliveries outside of school hours should make arrangements for access and security with the school office
- After hours use of school grounds and facilities requires prior approval from the Principal with all necessary documentation supplied
- All staff will be issued with classroom keys, security box key and a security code that can be used if they require after hour access– recipients are subject to the terms and conditions under which the authority to hold keys is issued
- Students must not come to school before 8:00am unless prior arrangements have been made with the school office
- Students must be collected by 3:15pm unless prior arrangements have been made with the school office
- Students outside of school hours are not permitted in the grounds unless for organised school events or events that have been arranged through the school
- Unauthorised entry to school grounds may lead to prosecution