

Students are to be adequately supervised throughout the night.

- Night supervision arrangements are to commence at 'lights out' and finish at 'wake up call'.
- There is to be at least one member of staff 'on-call' sleeping within each area designated by the College Board as 'student sleeping quarters' who is responsible for students in that area from 'lights out' to the 'wake up call'.
- The supervisor sleeping in each area designated as 'student sleeping quarters' will be of the same gender as the students accommodated there.
- Any concerns that emerge during the night regarding student wellbeing (and that do not require immediate attention) are to be recorded and brought to the attention of the next rostered supervisor at handover.
- Persons other than the staff member 'on-call' require the explicit approval of the college manager to be within areas designated as 'student sleeping quarters'.
- Standard operating procedures (SOPs) should be in place and well rehearsed for emergencies that may occur at night (e.g. a fire emergency)
- There are to be means to know which students are sleeping overnight for staff responsible for night time supervision.

When and where required, because of the age and number of younger children or the particular needs of students, there are to be additional members of staff sleeping in each area designated as 'student sleeping quarters'.