



# NEBO SCHOOL DISTRICT ADMINISTRATIVE DIRECTIVE

Directive  
No.  
2.2

**SECTION:** FACILITIES  
**TITLE:** SUPERVISION OF SCHOOL FACILITIES AND STUDENTS  
**DATE:** FEBRUARY 2007

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Injuries that used to be common possibly may result in legal action involving the District. Courts have held school districts and individual employees personally liable for injuries that have occurred when there was a lack of or negligent supervision. Damage and vandalism that has taken place in unsupervised rooms and facilities have become expensive to repair. The following directives have been established regarding the supervision of our school facilities and students:

1. Do not allow students to remain in a classroom unsupervised.
2. Do not allow students to be in a gymnasium, weight room, indoor track, dressing room, or other facility unless there is an adult supervisor with them.
3. Employees should lock all rooms and facilities when not in use or not properly supervised.
4. Elementary playgrounds should always be supervised when students are outside for recess or lunch.
5. Both secondary and elementary students should be supervised at bus loading zones before and after school.
6. School keys should be strictly controlled and not given to students or non-employees at any time.
7. If any part of a school is to be used by Community Schools, City Recreation, or any another organization or individuals, there must be employee supervision in accordance with Nebo School District School Facility Use Policy #ECF.
8. Teachers should not take or make personal calls or attend to other personal matters when they have supervision responsibilities.

Vandalism, accidents, or injuries that occur in the absence of proper supervision may be the responsibility of the employee that had the authority of supervision. Personal employee liability in cases of negligent supervision rests at the lowest responsible level.