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**Regency Park - Supervision Duty Roster 2020-21**

**Morning Supervision Duties**

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| **Time** | **Location** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **7:30 – 8:30** | **Gate Primary** | Cathy | Andrea | Mel | Cathy | Mel |
| **Gate ECE 7.30-8.05** | 1. Jon2. Hayes 3. Elaina | 1. Veronica2. Elaina3. Feng | 1. Jon 2. Hayes3. Feng | 1. Jon2. Hayes3 Feng | 1. Juliette2. Elaina3. Feng |
| **Gate ECE 7:55-8.30**  | 1. Michelle/Veronica2. Joanna3. Angela  | 1. Michelle2. Jing3. Joanna | 1. Juliette2. Olivia3. Jing | 1. Veronica2. Angela3. Olivia | 1. Michelle2. Olivia3. Angela |
|  |  |  |  |  |  |
| **7:30 – 8:00** |  |  |  |  |  |  |
| **Bus Gate** | Lucia | Tania | Roseline | Roseline | Lucia |
|  |  |  |  |  |  |
| **9:40 – 10:00** | **Play Structure (near side)****Field****Play Structure (far side)** **Courtyard** | Emma DSherry CLily WFrankie | Cindy ZJamie HLily WDiana D | Joe DEmma DVictoria PMira Y | Sherry CNathanKathleen WVictoria P | Joe DEmma DLily WCindy Z |
| **10:10 – 10:30****(Year 3-4)** | **Play Structure (near side)****Field****Play Structure (far side)****Courtyard** | Amy C Angelica EMeganJames D | Amy CAngelica EAlex TPaul C  | Rebecca PJen SLilian L Jade O | Eva WJoanne T Hannah PLei Lei  | Joanne TEva WHannah PDiana D |

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| **Location A** | At the temperature tent |
| **Location B** | By the ramp |
| **Location C** | Outside Rob’s office |

**Gate Duty:**

1. **Outside gate to check students have correct documents if not, lead them to designated area.**
2. **Help students fill in any forms they are missing**
3. **Stand in tent and help students through the thermal camera/QR code etc…**

**Cafeteria Supervision Duties**

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| **Time** | **Location** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **11.30-12.00** | **Year 1 Cafeteria** | Erin HSophie ZNicole V | Marc L Sherry C Maggie VW | Lily WEmma DSherry C | Cindy ZVivi CAlex T | Maggie VWMarc LMira Y |
| **12:00 – 12:30** | **Year 2 Cafeteria** | FrankieSunny L | Mira YNathan | Joe DTom P  | Vivien BMira Y | Lynn YKirstie |
| **12:30 – 12:55** | **Year 3 Cafeteria** | Carrie QLei Lei | Rachael H/SongRebecca P | Hannah P Angelica E | Paul CTemisha W | Dorothy JDiana D |
| **12:55 – 13:20** | **Year 4 Cafeteria** | Joanne TKathleen W | Lisa Y Xing L | Alex HLisa Y | James DLilian L | Carrie Q Angelica E |

**\*\*\* Underlined teachers are in-charge**

**Outdoor Supervision Duties**

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| **11:55-12.20** | **Lunch 1** | **Play Structure (near side)****Play Structure (far side)****Field****Courtyard** | Nathan  Marc LMaggie VW Mira Y | Erin H Diana DVivi CSophie Z | Vivi C Maggie VWSophie ZErin H | Marc LErin H Lily WMaggie VW | Sophie ZErin H Nathan Nicole V |
| **12.20-12.40** | **Lunch 2** | **Play Structure (near side)****Play Structure (far side)****Field****Courtyard** | Jamie HJoe DTom PVictoria P |  Victoria PFrankieSunny LEmma D | Lynn YTeresa Vivien B Jamie H | Teresa LJoe DAlex TShirley J | Vivien B Teresa Victoria PSunny L |
| **12.40-1.00** | **Lunch 3** | **Play Structure (near side)****Play Structure (far side)****Field****Courtyard** | Dorothy JLina FLisa YTemisha W | Shirley JDorothy JLina F Lynn X | Joanne TPaul C Janie DEva W | Lisa YSunny LXing LJosh W | Jade OJanie DJamie HJosh W |
| **1.00-1.20** | **Lunch 4** | **Play Structure (near side)****Field****Play Structure (far side)****Courtyard** | Janie D Xing LJoshPaul C  | Alex HLei LeiMeganLilian L | Lina FLei Lei Dorothy JLynn X | Lina F NathanRebecca P Janie D | Jen S Lilian LJames D Rachael H/Song |

**Afternoon Supervision Duties**

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| **Time** | **Location** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **2:00 – 2:15****(Yr 1-2)** | **Play Structure (near side)****Field****Play Structure (far side)****Courtyard (shared Y1&Y2)** | Vivien B KirstieDiana DAlex T | Vivien B Lynn YTeresa YKathleen | Sunny LJosh WMarc LTemisha W | Alex TLynn XMeganJamie H | Josh WVivi CSherry CTemisha W |
| **2:20 – 2:35** | **Play Structure (near side)****Field****Play Structure (far side)****Courtyard (shared Y3&Y4)** | Rebecca PJen SShirley JLilian L | Sophie ZJoanne TJames D Janie D |  Xing YShirley JCarrie QJames D | Angelica EShirley JPaul C Alex H |  Xing YFrankie Lisa YLei Lei |
| **3:15 – 3:30** | **Bus** | Vivi C Teresa L | Temisha WTom P  | Rachael H/SongJen S | Lynn XNicole V | Lina FLynn X |
| **3:05 – 3:25** | **Primary Field for Departure** | Jon | Christine | Tania | Andrea | Cathy |