

BLESSINGTON EDUCATE  
TOGETHER NATIONAL  
SCHOOL

**SUPERVISION POLICY**

Ratified by Board of Management on:	
Signed:	
Date:	
Chairperson, Board of Management	

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## **1.0 RATIONALE**

The Board of Management and staff of Blessington Educate Together National School (BETNS) acknowledges the importance of providing a safe and secure environment for all of the children in the school. We make every effort to ensure that the children are adequately supervised at all times. Arrangements for the supervision for mid morning and lunchtime breaks are detailed in the Department of Education and Skills Circulars 29/03 and 18/03.

## **2.0 AIMS**

The aim of this policy is to ensure that each child is afforded the opportunity of playing with other children in a safe and non-threatening environment. The importance of play cannot be underestimated in the life of the child. Children learn the art of social interaction in school, particularly in the playground. Life in the playground and the friendships made and lost there can assume great importance to individual children. As a school community, we must be constantly vigilant to ensure that each child is assisted to have a happy experience in the school playground.

## **3.0 RESPONSIBILITIES**

### **3.1 PRINCIPAL**

- Is responsible for drawing up the supervision rota, which is made known to each person on the rota.

### **3.2 STAFF**

- Staff members have the right to opt out of playground duty
- Any staff member who wishes to undertake supervision duties at play time must sign the relevant document.

## **4.0 ROTA**

The supervision rota is displayed in the staff room. In the event of a planned absence, the staff member arranges for the next person on the rota to swap supervision duties. In the event of an unplanned absence (illness), the principal/deputy principal arranges for the next person/on the rota or substitute to undertake the duties.

## **5.0 YARD AND FIELD**

The school is very lucky to have a soft and hard area for play. The field will be used primarily for play however, this will be weather permitting. Children are asked to wear suitable footwear for playing in the field.

## **6.0 DRY DAY SUPERVISION PROCEDURES**

- 6.1 Break times are 11 00 to 11:10am (morning break) and 12:30 to 1:00pm (lunch break)
- 6.2 The teacher on break time supervision duty has their break at 10-15 minutes prior to break time.
- 6.3 Children are supervised by the class teacher next door. When available, the Learning Support Teacher may provide cover.
- 6.4 Children eat their lunches in the class room. During this time children must not leave their seat. Children are not allowed to take food out onto the yard.
- 6.5 Each class teacher ensures that children tidy away their lunch, line up and walk to the yard in an orderly fashion.
- 6.6 From 11.00 - 11.10am the children are supervised by the teacher on duty.
- 6.7 At 11.10am (end of morning break) and 1:00pm (lunch break) the bell is rung and children line up in an orderly fashion. They are then collected by their class teacher and proceed to their classroom.

## **7.0 WET DAY SUPERVISION PROCEDURES**

- 7.1 The procedure is repeated as for dry days (above).
- 7.2 On wet days when children do not go out, the teacher on duty moves from one classroom to another ensuring that children remain seated and behave in an orderly fashion.
- 7.3 Teacher on duty then supervises this group during both breaks.

To promote orderly behaviour the following procedures are in place

- Activities with a variety of themes are distributed to children in each class.
- Recycled paper is given to children to draw, colour and play word games.
- Videos, DVDs are shown in the classroom.

## **8.0 ILLNESS**

For supervision reasons, the school cannot facilitate ill children staying in at lunchtime. If your child is sick they should remain at home. If your child gets sick in school, they will be supervised in the office/classroom until they are picked up.

## **9.0 USE OF TOILETS DURING BREAKS**

Children are encouraged to use the bathroom prior to going out to play. However, should a child need to use the bathroom, they must ask permission to enter the school from the supervising teacher. Younger children may have to be accompanied by an older child.

## **10.0 YARD EQUIPMENT**

We have a number of different activities for the children to engage in on the field or on the yard. Equipment such as the swings will be stored in the school when not in use. The children are required to use the equipment only in the manner it was intended.

## **11.0 MINOR ACCIDENTS**

Should a child injure themselves and require minor medical attention, the teacher on yard will assign an older child to escort the injured party to the staff room. A teacher will then deal with the situation in accordance with the First Aid policy.

## **12.0 RECORDING OF INCIDENTS**

Teachers record any incidents, injuries, observations on social and emotional incidents, in the yard book. It is dated and signed and the supervising teacher will report any important information to the class teacher at the end of play time.

## **13.0 BEHAVIOUR**

Children are regularly reminded of how to play safely in the school yard and how to line up in a safe manner. This is taught in conjunction with our SPHE curriculum and is reinforced in our assemblies. The code of behaviour applies to the school yard. We use a time-out strategy for children whose behaviour is deemed inappropriate to playing. Where the behaviour becomes aggressive e.g. hitting, pushing etc. the Code of Behaviour and the use of Incident sheets may apply.

## **14.0 BEFORE AND AFTER SCHOOL SUPERVISION**

The school will be open to receive children at 9:00am every morning. No responsibility is accepted for pupils arriving before that time. Parents must remain with their children until they enter the school with the teacher.

Classes will end each day at 1:40pm (Junior/Senior Infants) and 2:40pm (first through sixth class). Teachers will ensure the safe dismissal of children from their classes to the Parent/Guardian. Parents/guardians collecting children are responsible for supervising their children after this time as the school cannot accept responsibility for them.