

St. Brendan's Boys' N.S.



Revised: 08/11/ 2022

**Updated Supervision Policy
for**

St. Brendan's Boys' N.S.

Introduction:

This policy was originally formulated in 2001, redrafted in 2004, updated in 2008 and again for the 2022/23 school year.

It applies to all staff and children during school hours, break times and on all school related activities.

Rationale:

Our aim is to provide a safe place for all the children in our care to learn and to play. As teachers we accept the duty of care which devolves to us and we are committed to making every effort to ensure that the children in our care are at all times adequately supervised.

Relationship to School Ethos:

This policy is in keeping with the school mission statement in providing for the development of respectful and caring relationships between pupils, staff, parents, the local community and natural environment.

Aims and Objectives:

- To develop structures and procedures that effectively ensure the safety of the children while at play on the yard or while engaged in school related activities.
- To observe and monitor behavioural patterns, identifying risk and promoting a happy school.
- To ensure effective school management and comply with relevant legislation.

Roles and Responsibilities:

The school principal is responsible for the implementation of this policy. Mrs. Broderick is responsible for drawing up and updating the Supervision Rota. The rota is displayed in the staffroom and individual teachers are made aware of their places in the rota. In the event of a planned absence the person involved arranges for another staff member to swap supervision duties. In the event of an unplanned absence the deputy principal arranges for a replacement.

School Procedures:

- School staff assume a duty of care at 8.40 a.m. when the school doors open.
- It is the policy of the school to supervise the yard and pitches (when in use) at all times during the morning and lunch breaks i.e.
from 10.30 a.m. to 10.50 a.m. and from 12.30 p.m. to 12.50 p.m. for the senior classes breaks

and

from 11a.m to 11.20 a.m. and from 1p.m. to 1.20 p.m. for the junior classes breaks

Teachers assume a duty of care at 8.50 a.m. (senior classes) and 9 a.m. (junior classes)

The Board of Management informs parents that the school does not accept responsibility for pupils arriving in the school grounds before 8.40 a.m.

- A rota for supervision is drawn up by Mrs. Broderick in consultation with principal and staff and this Rota is displayed on the staff room notice board and is communicated to each teacher.
- Supervision duties are compulsory.
- Behaviour in the yard is monitored and the rules of the school yard are reviewed and revised appropriately. These are communicated to the children regularly.
- The teacher rostered for duty is informed of any concern relayed by a parent or other so that it can be addressed satisfactorily.
- Teachers on yard duty remain with the classes until the class teacher returns from break.
- The Special Needs Assistants are on duty during all breaks. While a general supervisory capacity may not be assigned to them they may provide individual supervision for designated Special Needs children. However, they should act in a reporting capacity drawing the attention of the teacher on duty to instances of misbehaviour and accidents.
- Children with injuries/complaints are dealt with directly by the teacher on duty who may refer them to the staffroom for further attention. Pupils are to report incidents to the teacher on duty.
- First Aid boxes are kept in the press across from the secretary's office and the principal has responsibility for an Accident Report Book.
- Children are not permitted to leave the school before their class is dismissed – 2.30 p.m. for the senior classes and 2.40p.m. for the junior classes.
- The principal, deputy principal and post holders supervise the pupils' orderly and safe egress from the school. All pupils are expected to be out of the school grounds by 2.50 p.m. and the Board of Management does not accept responsibility for pupils remaining after this time.
- If children remain uncollected after class finishes, the school always ensures that a duty of care is provided until a parent/guardian calls to collect the child

Special Provisions:

- a) For activities out of school such as games, swimming, tours and other outings provisions are put in place to ensure adequate supervision. Usually it will be at the ratio of one adult per 20 pupils with individual teachers in charge of specific groups. The teacher in charge must have a register of pupils on the specific outing.
- b) In the event that a teacher is called from his/her classroom to deal with an urgent matter another member of staff may be requested to cover. However, in accordance with school policy parents should make an appointment.
- c) On wet days' children remain in their classrooms under the normal supervision rota.
- d) When any visiting teacher Sport/Music/Junior Achiever etc. takes over a class the class teacher remains in the room. SNA's shall not be left in sole charge of a class.
- e) All teachers are made aware of the list of hazards in the school as outlined in the Safety Statement.
- f) Children who are withdrawn from their mainstream classroom for Support should be collected at the classroom door by the relevant teacher and returned to their classroom.
- g) Parents may request that their children be allowed leave school during the day due to health appointments etc. The school requires written confirmation from the parent detailing the out of school period in advance where possible.

Success Criteria and Review:

- Ensuring that the school yard and play areas are safe and child-friendly.
- All out of school activities are well organised and safe.
- School Rules are regularly reinforced.
- Review of supervision annually, including patterns of behaviour, teacher experiences and making appropriate amendments to school yard rules.

Ratification

This policy has been circulated to all staff members and was ratified by the Board of Management.

Signed: 

Date: 08/11/2022

Monsignor Cathal Geraghty,
Chairperson Board of Management