

St.Molua's NS
Ardagh
069-76353



<https://www.stmoluasns.ie/>

Supervision Policy

Formulated: February 2018

Supervision Policy

Introduction

This policy was formulated in February 2018 in response to the school undertaking a child safeguarding risk assessment under new child protection legislation. The policy will be reviewed on an annual basis from 2018 if necessary. It applies to all staff and children during school hours, break times, and on all school related activities.

Rationale

The rules for National Schools 121(4) and 124(1) obliges teachers to take all reasonable precautions to ensure the safety of pupils and to participate in supervising pupils during school time and during all school related activities.

Legislation such as the Health Safety and Welfare at Work Act and recent Court judgments have placed a "duty of care" and accountability on schools that must be underpinned by a policy covering all possible eventualities.

Relationship to the Characteristic Ethos of the School

This policy is in keeping with the school ethos of providing a safe and secure environment for learning for all pupils and the wider school community.

Aims and Objectives

- ☐ To develop a framework that effectively ensures, as far as is practicable, the safety of children while at play on the yard or while engaged in school related activities
- ☐ To observe and monitor behavioral patterns outside the confines of the classroom
- ☐ To contribute to effective school management and comply with relevant legislation.

School Procedures

- It is the policy of the school to supervise the school yard at all times during regular lunch breaks:
 1. 11.00am – 11.10am: Children are supervised in the school yard.
 2. 12.30pm – 1.00pm: Children are supervised in the school yard.
- The school opens at 9.20a.m. Teachers assume a duty of care at 9.20am. Supervision is provided on the yard from 9.00am to 9.20am. as part of the Croke Park Agreement Provision. A teacher also supervises the school hallway and classrooms while pupils drop their bags to the classrooms before returning to the yard. The Board of Management informs parents that the school does not accept responsibility for pupils dropped off earlier than 9.00am. In cases of adverse weather conditions, the teachers charged with supervising the children between 9.00a.m. and 9.20a.m. will supervise the children in their classrooms until 9.20am, at which time, each individual class teacher will then assume responsibility for the children. Due regard is given to Child Protection. No adult will supervise an individual child. Children will be requested to stand in a sheltered area until such time as a number of children are present to be supervised.
- Children requesting to use the toilet during the break/lunch will be allowed to use the bathroom in the prefab rather than the main school building.
- The main school building will be locked during break/lunch times using the 'lock out' system. If pupils need to enter the school they are required to ask permission from the teacher on yard first.
- A Rota for yard and morning supervision is drawn up by the Vice Principal and this Rota is displayed on the staff room notice board.
- Rules of the school yard are reviewed and revised continually and communicated to children regularly.
- If parents indicate a worry about a particular child on the yard all teachers rostered for yard duty are informed of the concern so that the particular concerns can be addressed satisfactorily

- Teachers on yard duty remain with the classes until the class teacher returns from break. If a teacher is taking an EPV day or is unexpectedly absent, arrangements will be made between teaching staff to ensure that adequate supervision is provided.
- The school's Anti-Bullying Policy and Code of Behavior covers incidents of misbehavior.
- If pupils are injured on the yard or become ill, they are dealt with under the school's First Aid Policy.
- First Aid boxes and Accident Report books are kept as a matter of procedure (See First Aid Policy)
- If children remain uncollected after 3.00pm, the school always ensures that a duty of care is provided until a parent/guardian calls. Parents will be contacted if the children are not collected by 3.10pm.

Special Provisions

- a) In relation to out of school activities such as games, swimming, tours etc. provisions are put in place to ensure adequate levels of supervision are provided.
- b) If a teacher is called from his/her classroom to meet with a parent, the member of staff will stand at the door of his/her classroom while speaking to the parent. However, it is school policy to request parents to make appointments so that adequate supervision can be planned for or ideally that these meetings can take place outside instruction time.
- c) On wet days children remain in their classes under the supervision of the teacher responsible for supervision on that day. Children from senior classes assist the supervisor.
- d) When visiting teachers such as P.E., Music, Language, take over a class, the school asks teachers to maintain a presence.
- e) The school Safety Statement lists all hazards on the school yard and supervisors are accordingly briefed.
- f) Parents may request that their children be allowed leave during the school day due to health commitments etc. The school asks parents to put such requests in writing and informs the parents that the pupil is the responsibility of the parent for the duration of the out of school activity.

Success Criteria and Review

- ✓ Ensuring a safe child-friendly school yard
- ✓ Providing well organised and safe out of school activities
- ✓ Re-enforcing school rules termly
- ✓ Reviewing supervision duties yearly
- ✓ Altering or adjusting procedures deemed to be inoperable

Implementation

This policy was ratified by the Board of Management on the _____ February 2018. This policy will be reviewed in the third term 2019.

References

1. Primary Education Management Manual – Thompson Roundhall
2. Insurance, Safety and Security in the school – Church & General

Date of next review: Third term 2019

Chairperson BOM

Signature: _____

Date: _____

Principal

Signature: _____

Date: _____

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