

Tubber N.S.

Supervision Policy

Introduction:

This policy was originally formulated in May 2010. 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 behavioural 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 i.e. 11.00a.m. to 11.10am and 12.30p.m. to 1.00p.m. Teachers assume a duty of care at 9.10a.m. The Board of Management informs parents that the school does not accept responsibility for pupils dropped off earlier than 9.10a.m.
- A rota for supervision is drawn up by the principal.
- Rules of the school yard are reviewed and revised continually and communicated to children regularly if applicable.

- Supervision duties are not compulsory and teachers have the option of opting out if they so desire. The Principal is responsible for maintaining the Register of Supervision and making returns to the Department of Education in relation to the 37 hour contracts/additional 20 hours applicable to 2 teacher schools.
- If parents indicate a worry about a particular child on the yard teachers rostered for yard duty are informed of the concern so that the particular concerns can be addressed satisfactorily in the yard if applicable.
- Teachers on yard duty remain with the classes until the class teacher returns from break. Teachers taking a course day can swap supervision duties with a willing colleague. If a teacher is unexpectedly absent a volunteer colleague will assume his/her duties in a reciprocal arrangement.
- Children with injuries/complaints are dealt with directly by the teacher on yard duty.
- First Aid boxes and Accident Report books are kept as a matter of procedure (See Accident and Injury Policy)
- If children remain uncollected after 3.00pm, the school always ensures that a duty of care is provided until a parent/guardian calls/contact has been made.

Special Provisions:

- a) Out of school activities such as games, swimming, tours, back up provisions are put in place to ensure adequate levels of supervision are put in place.
- b) If a teacher is called from his/her classroom to meet with a parent, another member of staff may be released to cover if available. However, it is school policy to request parents to make appointments
- c) On wet days children remain in their classes under the normal supervision rota. Children from senior classes assist the class teachers.
- d) The school Safety Statement lists all hazards on the school yard and supervisors are accordingly briefed.
- e) Parents may request that their children be allowed leave during the school day due to health commitments etc. This must be communicated to the class teacher prior to the appointment date. Children must be collected from their classroom by the parent/guardian.

Success Criteria and Review:

- Ensuring a safe child-friendly school yard.
- Providing well organised and safe out of school activities.
- Re-enforcing school rules.
- Reviewing supervision duties or as the need arises.
- Altering or adjusting procedures deemed to be inoperable if applicable.

Implementation:

This policy will be in operation from the beginning of the schoolyear 2010/2011.

Ratification & Communication:

This policy was ratified by the B.O.M. in June 2010.

A copy of the policy will be available on the school website.