

Brannoxtown CNS Supervision Policy

Brannoxtown Community National School (CNS) is a primary school under Patronage of Kildare and Wicklow Education and Training Board (KWETB). Brannoxtown CNS opened in September 2018 with a new Principal, Dr. Sarah FitzPatrick. Brannoxtown CNS operates within the regulations laid down by the Department of Education and Skills (DES) and follows the Primary School Curriculum (DES, 1999) which may be amended from time to time, in accordance with Sections 9 and 30 of the Education Act (1998). The Principal and the Board of Management fully subscribe to the principles of partnership, accountability, inclusion, respect for diversity, parental choice and equality, in developing and implementing this and all other school policies.

1. Introduction

At Brannoxtown CNS, our actions to safeguard children's health and wellbeing underpin all we do. This policy sets-out protocols and procedures for supervision of all children enrolled in Brannoxtown CNS during school hours including at break times and during all school related activities. This policy was prepared in accordance with the school's two key child protection policies: *Child Safeguarding Statement* and *Child Safeguarding Assessment of Risk of Harm to the Child*.

2. Rationale

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

Legislation such as the 'Health Safety and Welfare at Work Act' (2005) and recent Court judgments have placed a duty-of-care and accountability on schools that must be underpinned by a Supervision Policy which takes account of all possible eventualities.

The extent of teachers' duty-of-care is to take care of children as a parent would, in prioritising his/her child's health, safety and wellbeing, following the legal principle of 'in loco parentis'. In general, the degree and the nature of the supervision required of the teacher will vary with the circumstances and especially the age of the child.

3. Relationship to School Ethos

This policy is in keeping with the Brannoxtown CNS ethos of providing a safe and secure environment for learning for all children and for all staff, parents and other adults who work with the school community. The school's four values—respect, effort, teamwork and ambition underpin all indoor and outdoor activities during school time at Brannoxtown CNS.

4. Policy Objectives

The objectives of the policy are to:

- **Ensure, as far as is possible, the safety of children** while at play on the yard both during break times and while engaged in indoor and outdoor school-related activities.
- **Observe and monitor behaviour patterns** outside the confines of the classroom and provide feedback to class teachers regarding children's behaviour – strengths and challenges.
- **Strengthen the school's provisions for children's health and safety** by noting the relationship across related school policies and ensuring that all

policies regarding children's health and safety are informed by the school's child protection policies. For example, The school *Safety Statement* notes any potential hazards on the school yard and actions to minimize/negate hazards, while this policy on Supervision specifies procedures in the rare but possible event of an incident during the school's outdoor breaks.

- **Contribute to effective school management** in complying with relevant legislation concerning children's health and safety while at school.

5. School Procedures

Yard Supervision

- The Principal draws up a **Staff Supervision Rota** and this rota is displayed on the staff room notice board and circulated to staff before each half-term.
- It is the school's policy to supervise the children at all times during **daily snack and lunch breaks** i.e. 10.30am to 10.45am and 12.15pm to 12.45pm.
- Rules of the school yard are continually reviewed and revised and regularly shared and discussed with children.
- Any **concern shared by a parent** regarding his/her child during break/yard times are communicated to all teachers so that the concern can be addressed satisfactorily.
- Children report any accidents, injuries or incidents to the teacher on yard-duty. These are noted by the teacher on duty in the school's **notebook for: Yard Incidents**.
- The school's ground-floor **First Aid** kit is easily accessible from the yard and is used, as needed, for accidents/injuries during yard time.
- For any accidents that occur during yard time, the teacher on duty completes an **Accident Report Form** and shares this information with the child's parent(s) as a matter of procedure (*See Accident and Injury Policy*).
- Teachers on supervision duty **remain with each class** until the class teacher returns from break.
- Teachers scheduled for a school absence (e.g., Continuing Professional Development [CPD]) can **swap supervision duties** with a willing colleague and note the change on the Staff Supervision Rota. If a teacher is unexpectedly absent a volunteer colleague will assume his/her duties in a reciprocal arrangement.

Classroom Supervision

- Each teacher is responsible for the supervision of all children under their care, at all times.
- Teachers ensure their class is supervised at all times. If the class teacher needs to leave his/her classroom, another teacher is asked to supervise.
- Children who are withdrawn from their mainstream classroom for additional support, i.e., with the school's Special Education Teacher (SET) should be collected at the classroom door by the relevant teacher.
- An SNA, when relevant at Brannoxtown CNS, should not be asked to supervise a class except in exceptional circumstances and for as short a time as possible.

Before and After school Supervision

- Teachers assume a duty of care at 8.40am. The Board of Management informs parents that the school does not accept responsibility for children dropped at the school before 8.40am.
- The Staff Supervision Rota prepared by the principal identifies the teacher responsible for supervising the playground during the ten minutes preceding admission time, each day.
- Each morning, teachers collect their children from their designated class line at 8.50am.
- At dismissal time in the afternoon, at least one teacher supervises children's departure via the set-down area, to see children safely off the premises. No supervision is provided outside the school gate or sit-down area.

- If children are not collected by 2.30pm, the school provides a duty of care until the child is collected.

Outdoor Activities

- Children are not allowed to walk around the school site unaccompanied or out of sight of a supervising adult.
- If a child needs to use the toilet, he/she walks with another child to the nearest toilet facility.
- If an emergency arises while outdoors, the school buzzer is used to call another teacher. If this isn't feasible, two older children are asked to notify the teacher in the nearest class or in the staffroom that her assistance is required.
- Through the Active Schools initiative, children are encouraged to participate in games during play times to encourage engagement and interaction with others.

Wet Days

- Weather permitting, children will take their breaks outdoors, using wet-gear if/as needed.
- However, if it is too wet for the children to go out to the yard, children remain in the supervising teacher's classroom.
- Teachers will bring their class to the supervising teacher's classroom and collect them from the classroom at the end of breaktime.

After School Activities

- Teachers leading after school activities assume responsibility for students as soon as is possible. Until then, they remain under the supervision of their class teacher.
- Another staff member will remain on the school grounds while an after-school activity is taking place and until all the children have been collected.

Special Provisions

- Adequate levels of supervision are ensured for all out of school activities such as games, swimming, tours, etc. The appropriate level of supervision is usually one adult per 15 children with individual teachers in charge of specific groups.
- When a visiting adult takes over a class, the class teacher remains to supervise the children.
- Parents may request that their children are allowed leave during the school day due to health-related appointments etc.

6.BCNS Supervision Policy: Monitoring and Reviewing

a. Success Criteria

The effectiveness of the Supervision Policy is measured by the following criteria:

- A range of opportunities are provided for children to choose outdoor activities which they enjoy.
- Playtime is well organised and children are safe from harm.
- Children enjoy outdoor playtime.
- School rules are regularly revised and updated as needed.
- Children and staff have strong ownership and understanding of (and celebrate, as appropriate) the school's expectations and rules to safeguard staff and students.

b. Implementation and Timetable for Review

Following approval by the Board of Management, this policy will apply with immediate effect at Brannoxtown CNS. This policy and related policies will be reviewed annually.

c. Ratification and Communication

Following discussion and engagement with Brannoxtown CNS children and staff, with parents of children enrolled at Brannoxtown CNS and with members of the Brannoxtown CNS Board of Management, this Supervision Policy was finalised and adopted by the Board of Management of Brannoxtown CNS on 11th February, 2020. Hardcopies of the policy are available to parents on request.

Signed: 

Ms. Deirdre O'Donovan
Chairperson

Date: 11/02/2020.

Signed: 

Dr. Sarah FitzPatrick
Principal

Date: 11.02.2020