

St Cuthbert's C of E Academy Infants and Pre-school Playground Supervision Policy

Review Date: June 2024

Philosophy

At St Cuthbert's C of E Academy Infants and Pre-school we believe children have the right to learn and teachers have the right to teach in an atmosphere free from disruption and poor behaviour. To help us achieve this we strive to create a caring Christian ethos where everyone is valued. We have chosen six Christian values which underpin school life.

These are:

- Friendship
- Love
- Respect
- Honesty
- Forgiveness
- Courage

Introduction

This policy has been developed for supervising children in Reception and Key Stage 1 classes at morning and afternoon break times.

St Cuthbert's Infants & Pre-school is committed to provide a safe playground environment for the pupils. The policy seeks to clarify the level of supervision provided during the school day.

The aims for playtimes are for our children to:

- **Have a break**
- **Develop their social skills**
- **Learn to play together**
- **Develop new skills**
- **Take exercise**
- **Explore**
- **Be themselves**

We aim for our children to enjoy playtimes and to keep physically fit. We believe play is a fundamental part of a child's development - to a child play is an important part of their learning. We encourage children to tell us how they feel about play opportunities that we give them so that we can improve our provision and evaluate how well play is contributing to the wellbeing and development of our pupils.

Playtime Provision

- Tarmac playground area
- Field (Spring/summer times)
- Back playground for bikes
- Adventure playground
- Reception picketed fence area
- Amphitheatre

Responsibilities

The Head teacher will:

- Ensure adequate staff available to meet the supervision requirements.
- Ensure that staff are aware of their responsibilities and have sufficient training and guidance. Continue to develop safety culture throughout the school.
- Ensure that this policy is communicated to parents/ carers/staff and governors.
- Review and evaluate supervision procedures in line with guidelines.

Employees should:

- Support the implementation of this play policy.
- Reinforce a safe play message, through their supervision and actions.
- Report any supervision concerns to the Head teacher.

Parent/ Carers should:

- Respect the arrangements provided for the supervision of their children and acknowledge the times at which provision is available.
- Discuss any concerns over incidents occurring during playtimes openly and constructively to a member of the school staff. This would usually be to a member of the Senior Leadership Team who are Alison Rigby, Hilary waters & Rebecca Harvey.

Playtime sessions and supervision

Session	Time	Supervision
Before school either	Before the bell at 8.55 am	Parent/ carer responsibility
Before school either	Breakfast Club	Pre-School staff & EYFS teaching assistants
Morning break	10.30 am - 10.45 am	3 members of staff on playground 1 member of staff on back playground 1 member of staff on adventure playground
Lunchtimes	KS1 - 12.00 am – 12.30 pm EYFS – 12.30 pm – 1.05 pm KS1 – 12.50 – 1.05 pm	Lunchtime/ dinning supervision. (Teaching assistants)
Afternoon breaks	2.25 pm – 2.40 pm	As morning break supervision

Before School

The playground gates will remain closed until 8.30am and then remain open until 9.15am when they will be closed. Access to the school site before 8.30am will be for staff and Breakfast Club children only via the pedestrian gates. Access to the building after 9.05am is via the office only.

There is no general playground supervision before 8.55am and parents/ carers need to remain with their children until the class teachers are available to receive the children in the playground in their class line.

Staff responsibilities during playtimes

At the start of playtime teachers will remain in the classrooms with the children until the teaching assistants are ready to take the children to the playground and supervise them. Members of staff on duty will ensure they are in the classrooms promptly for the beginning of playtime.

Staff on duty are positioned in appropriate areas around the playground to ensure areas are visible, the safety of children is paramount at all times. A member of staff will be positioned close to the Hub door to supervise entry and exit from the toilets and ensure that the facilities are used appropriately.

Teaching staff come out onto the playground before the end of break in order to receive their classes. A member of staff on playground duty rings the bell to signal the end of play. All children must then stop stand still and be quiet. The bell is then rung again and the children walk quietly to their class lines. They are led into class by their teachers.

At least one member of staff per class are outside in the playground, adventure playground or back playground during playtimes. Over half of these staff are first aid trained. During morning and afternoon playtimes a combination of teaching assistants and a teacher are on duty and they take turns on a rota basis.

Playground Supervisors (Teachers and Teaching Assistants) need to:

- Be mobile, but positioned to anticipate dangerous situations. Playground supervisors are encouraged not to talk to each other unless it is directly related to an immediate supervision issue.
- Not leave pupils, unsupervised. If additional assistance is needed, a responsible child should be sent into the school to a member of staff with a message for assistance.
- To investigate reports of injuries or pupils in distress. In the event of a minor accident or illness the pupils should be given first aid.
- To assist and remind our pupils to keep our playground area tidy and free from rubbish.
- To check toilets and out of bound areas regularly to prevent problems occurring.
- To remind pupils that certain forms of play are considered to be dangerous and are not permitted, such as any form of body contact sports or games, wrestling, play fighting.

Wet Playtimes

Morning wet playtimes are supervised in the classrooms by teaching assistants and one class will usually use the hall to play parachute or other games. The teacher on duty will make the decision to call wet play after she has accessed the playground. In the event a wet play is called while children are outside the teacher on playground duty will decide whether to ring the bell and send the children inside.

First Aid Procedure

First aid treatment is administered by a qualified first aider and recorded in the bump book. Parent /carers and class teacher is informed of any head injury. In the event of a child sustaining any serious injury the parent will be contacted immediately and given the option to take their child home so they can observe them closely or get them checked by a medical professional. In the event of a very serious injury an ambulance will be called from the school office and then the parents will be contacted.

Playground Rules

Children are made aware of playground rules at the beginning of each school year and at regular intervals thereafter. The rules will be displayed around the school in classrooms and cloakrooms.

The rules are:

- We use kind hands and feet.
- We do as we are asked first time.
- We ask an adult for help if we have a problem we can't fix.
- We stop when the first bell goes and walk to the class line on the second bell.

Children are discouraged from bring toys, footballs and trading cards into school from home. Children are rewarded for positive behaviour and good manners, being helpful and for positive play through our Kindness Awards and verbal praise.

Staff on duty will deal with minor incidents of misbehaviour in a fair and reasonable way. Specific behaviour issues that arise during playtimes will be dealt with following guidance in the behaviour Policy.

Home times

Teachers open the doors and begin to release the children at 3.15pm. The class teacher, teaching assistant or HLTA supervises the children out of the class, checking an appropriate person has collected them. Children will not be released to a person they do not know and parents/carers must make prior arrangements with the school if they wish their child/ren to be collected by another person. Any child not collected by 3.20pm will be taken down to the office and supervised until collected. Parents will be phoned if they have not collected their child/ren within 15 minutes of the

official finishing time or if they have not notified the school in advance if they are running late. After 3.30pm the child/ren will be placed in the Afterschool club and the parent will be charged.

All other times

Parent/Carers must be aware the school is unable to provide supervision for pupils on the playground outside of these times, including open days, parents talking to teachers on playground or other events. Children will be the responsibility of their parents/Carers at all other times other than those stated in the procedure.

Equipment and Safety

St Cuthbert's Infants & Pre-School places a strong emphasis on safety within the playground by ensuring children are taught to follow the playground rules and equipment is maintained. Fixed playground equipment located in the playground areas is subject to daily inspections by the Care taker to ensure there is no damage and is safe to use. If damage is noticed the equipment is taken out of use. The staff on duty each day are also vigilant for any damaged or faulty equipment which is taken out of use and reported to the office. The care taker can then advise or discuss if the equipment needs repairing or disposal.

All outdoor play equipment is subject to annual checks (carried out by play inspectors) to ensure they are safe for the children to use. Any recommendations contained in their written report, where reasonably practicable, are acted upon and implemented to maintain the safety of the children.