

Supervision of Children Policy (Junior School & Fiveways, including Early Years Foundation Stage)

Reviewed LD and EW: Feb 2018
Review Date: Feb 2020



RYDE SCHOOL
WITH UPPER CHINE

STATEMENT OF INTENT

To ensure children are safe and secure at all times.

START OF THE DAY (MORNING)

Prior to classroom access (Junior School only): Pupils report directly to the member of staff on duty in the playground. In inclement weather they go to the library.

Arriving in classrooms (Fiveways - 8.15am and Junior School – 8.20am), pupils are supervised by the class teacher / form teacher.

LESSONS

Apart from movement between lessons, pupils are supervised at all times.

At Foundation Stage we operate in a ratio of 1:8. In the rest of the school we try to work within a range of 14 – 18, but will fall slightly outside this on occasions. There will be occasions when this ratio will be exceeded:

Fiveways' assembly, PE and Games, Junior School choir

PLAYGROUND AND FIELD

At least two members of staff are on duty at all times. In the Foundation Stage there is a third person just inside to supervise toilet visit and administer First Aid.

DINING ROOM

At Fiveways the children are supervised by the duty members of staff and in the Junior School, the teacher of the lesson prior to lunch accompanies his or her group to the dining hall. The duty team supervise lunch.

END OF DAY

At Fiveways, pupils are handed to their parents at the classroom doors, or taken to after school education activities and the main school door is manned by a member of the Fiveways Office team.

In the Junior School, children are handed to their parents in the playground. A member of staff supervises the playground and mans the grey gate.

CLUBS AND ACTIVITIES

Pupils attending clubs are supervised by the activity leader in a ratio of no more than:

1 : 24 at Fiveways (unless children are under 5)

1 : 24 in the Junior School

If a child is going to an off-site activity they register in the foyer with Mrs McCue. On-site activity leaders register their children at the beginning of their activity. The office team follow up any missing children.

After Clubs and Activities, parents at Fiveways collect children from the respective classrooms. In the Junior School, children are released onto the playground to be collected by parents; supervision is provided by members of the duty team.

CHANGING

Members of staff oversee the changing of children into sports kit.

LATE PARENTS

See Late Pick-up Policy.

SCHOOL TRIPS

See Outdoor Education Policy.

MISSING CHILD

See Lost Child Policy.