

**St. Brigid's N.S.**  
**Annacurra**  
**Supervision in Annacurra N.S.**

**Please see Re-opening Plan for changes to supervision policy in relation to Covid 19**

### **Introductory Statement and Rationale**

This policy was formulated by the staff of Annacurra N.S. in consultation with the parents and Board of Management to fulfill the Health and Safety requirements of the pupils and staff of the school.

### **Before and After School**

School staff does not take responsibility for supervision of students before or after the official opening time of 9.00 a.m. and 2.40 p.m.

### **Lunch and Break Times**

At break time and at lunch time the yard is supervised by a teacher and the special needs assistants.

Two sixth class students act as “buddies” in the Infant yard. Class teachers remain in their classroom to supervise the children from 12.00 to 12.10 while the children eat their lunch, and then exit to the yard. The S.E.N. teachers supervise the class of the teacher on yard duty while she eats her lunch.

The rota for yard duty is organised by the Deputy Principal and is on display in the staff room. There is an additional rota for rainy days which is also displayed in the staff room. Teachers tick the roster when rainy day duty is completed. Where a rostered person is unavailable for yard/rainy day duty, another person will cover for them.

While in the yard, the children must stay within the designated area at all times so that they are in sight of the supervisors. Children who wish to use the bathroom must first **seek permission and report back** to the teacher on their return.

On wet days, the children remain in their classrooms. The class teacher monitors the distribution of games and activities and the supervising teacher patrols the rooms – teacher on *Rainy Day Duty* supervises the Junior/Senior Infant classes and teacher on *Yard Duty* supervises the upper classes. S.N.A.'s remain in the respective classrooms of the children to which they are assigned.

At the end of lunchtime the bell rings and the children line up in their designated places (or tidy away the activities if inside). The supervisor remains with them until the class teacher takes them back to their class

### **Non-School Personnel**

At different times throughout the year, we may have visitors to the school, including local priest, music teacher, fire-brigade personnel, Glendalough wildlife rangers etc. who may visit the classrooms and talk to the children. The teacher remains present in the classroom with the children at all times during these visits. Coaching in GAA sports and Athletics is given to all classes during the year. These coaches are trained to coach children and have obtained Garda vetting. Again, the teachers are present during these coaching sessions.

In the evening, the teacher supervises until all her class have left the school or are collected.

### **Swimming**

Students from 4<sup>th</sup> to 6<sup>th</sup> class attend swimming annually. Three teachers attend at all times and a SNA where necessary. At all times changing areas are strictly supervised. Staff will not remain in changing rooms but move in and out to ensure children are orderly and moving on without delay. Female staff does not enter male changing rooms or vice versa.

### **School Trips**

Children leave the school for a variety of reasons, swimming, athletics events, Arklow Festival, school tours etc. The school uses the services of a number of bus companies, depending on the size of bus required and availability. The teacher in charge ensures that she has a mobile phone, First Aid kit and contact details for all children in the group. Children are brought to the bus by the teachers accompanying them, who check that each child has fastened his/ her seat belt before the bus moves off. Children are not allowed to move from their seat or to eat or drink while the bus is moving. The same standards of behaviour are expected as in school and children are reminded of this beforehand.

### **School Tours**

On School tours/trips Supervision takes the following adult to student ratios:

Infants 1:5, Juniors 1:8 Middle and Seniors 1: 10, Students with Special Educational Needs 1:1. Children wear the School Track Suit on tour to help in identification.

This Policy was ratified by the Board of Management on 14 November 2011

Reviewed and updated 12 February 2016

Reviewed September 2020

Signed: -----  
Chairperson Board of Management

Date:-----