

# SUNCROFT NATIONAL SCHOOL

## **Policy Number: 30 - ORGANISATIONAL IMPLICATIONS POLICY REV: 2**

**Supervision:** School supervision policy and routines will be followed by all staff to ensure that there is supervision of children at all breaks.

**Behaviour:** Children are to be encouraged at all times to play co-operatively and inappropriate behaviour will be addressed under our Code of Behaviour. If an incident occurs which we consider to be of a sexualized nature we will notify the DLP who will record it and respond to it appropriately.

**Visibility:** Teachers will ensure that children are visible in the school yard. Children will not be allowed to spend time in classrooms, toilets or other areas where they would not be under adult supervision without permission. They are not to leave the school yard or to engage with adults who are outside of the school yard.

**Visitors:** Teachers on yard duty will be aware of visitors entering the school yard and will ascertain their intentions. They will be supervised in the discharge of their business. Visitors cannot enter the school without contacting the office and giving their reason for entry.

**Swimming:** Children are transported to the Pool for 10 swimming lessons (approx) per year, always under the supervision of at least 1 teacher and 1 other adult. All adults assisting with supervision in the changing areas will act in “loco parentis” and as such will act as prudent parents, ensuring that children are cared for appropriately. Parent helpers will be briefed around our swimming procedures.

**Children traveling in staff cars:** Teachers will not carry children alone in their cars. At least two children must travel with the teacher in the car or another adult and child.

**Induction of Teachers and Ancillary Staff:** The DLP will be responsible for informing all new teachers and ancillary staff of this policy and the Children First Guidelines (1999).

**Dealing with children on a one-to-one basis:** If a staff member has to work/deal/communicate with children on a One-to-one basis, they are requested to leave the classroom door open. A glass partition is fitted to all classroom doors. Where possible a teacher should not be on their own with a child.

**Attendance**: With regards to child protection we will pay particular attention to trends in non-attendance. We will also monitor non-attendance re signs of neglect/physical/emotional abuse.

**Safety** : Particular attention is paid to children who present a danger to themselves, other children or staff. The B.O.M. is appraised of their behaviour and monitors the situation with a view to protecting all parties involved.

REVISED AND UP-DATED: 2<sup>nd</sup> March 2011