

## SCOIL AN CHROÍ NAOFA , BARRADUFF SUPERVISION POLICY 2026

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### Introduction

This 2026 policy is an updated version on previous supervision policies. It applies to all staff and children during school hours, break times, and on all school related activities.

### Rationale

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

Legislation such as the Health Safety and Welfare at Work Act and recent Court judgments have placed a “duty of care” and accountability on schools that must be underpinned by a policy covering all possible eventualities.

### Relationship to the Characteristic Ethos of the School

This policy is in keeping with the school ethos of providing a safe and secure environment for learning for all pupils and the wider school community.

### Aims and Objectives

- To develop a framework that effectively ensures, as far as is practicable, the safety of children while at play on the yard or while engaged in school related activities
- To observe and monitor behavioural patterns outside the confines of the classroom
- To contribute to effective school management and comply with relevant legislation.

### School Procedures

- All teachers are assigned supervision duties.
- It is the policy of the school to supervise the school yard at all times during regular lunch breaks i.e. 11.00am to 11.10am, 1.00pm to 1.30pm. Teachers assume a duty of care at 9.10am. The Board of Management informs parents that the school does not accept responsibility for pupils dropped off earlier than 9.10am
- A Rota for supervision is drawn up by the Principal and this Rota is displayed on the staff room notice board and in classrooms.
- Rules of the school yard are reviewed and revised continually and communicated to children regularly
- If parents indicate a worry about a particular child on the yard all teachers rostered for yard duty are informed of the concern so that the particular concerns can be addressed satisfactorily
- Teachers on yard duty remain with the classes until the class teacher returns from break. Teachers taking a course day can swap supervision duties with a willing colleague. If a teacher is unexpectedly absent a volunteer colleague will assume his/her duties in a reciprocal arrangement
- All Special Needs Assistants are on duty during lunch breaks. While these Assistants provide individual supervision for designated Special Needs children, they can act in an observing and reporting capacity, bringing instances of misbehaviour to the attention of the teacher on yard duty. The schools Code of Behaviour policy (including the BÍ Cinealta policy) covers incidents of misbehaviour

- Children with injuries/complaints are dealt with directly by the teacher on yard duty. Children are not permitted to report directly to the staff room if there is an incident on the yard
- First Aid boxes and Accident Report books are kept as a matter of procedure (See Safety Statement). All accidents where there is injury involved should be noted in the Accident Report Book by the teachers on supervision or by the relevant personnel. The overall monitoring of the accident report book is the responsibility of the School Safety Officer – Siobhán D’Arcy.
- Where teachers suspect that a child is unwell parents are alerted, usually by phone.
- If children remain uncollected after 2pm (Infants) or 3pm, the school always ensures that a duty of care is provided until a parent/guardian calls
- At all other times each teacher is responsible for the supervision of all children under their care, between the hours of 9.10 and 3pm or outside of these hours in the case of school outings.
- At dismissal time in the evening the teachers supervise the outside of the school, along the side and down the road, to see children safely off the premises. No supervision is provided outside the school gate. Children must cross with School traffic warden.
- Unless unavoidable, teachers should not leave their classroom unsupervised.
- Children who are withdrawn from their mainstream classroom for Resource, Learning Support or Language Support are supervised coming to the SEN room and returning to their classroom by the relevant teacher.

### **Special Provisions**

- a) On out of school activities such as matches, swimming, and tours, provisions are put in place to ensure adequate levels of supervision are put in place.
- b) If a teacher is called from his/her classroom to meet with a parent, another member of staff may be released to cover their class. However, it is school policy to request parents to make appointments
- c) On wet days children remain in their classes under the normal supervision Rota.
- d) When visiting teachers such as P.E., Music, etc. take over a class, the school encourages teachers to maintain a presence.
- e) The school Safety Statement lists all hazards on the school yard and supervisors are accordingly briefed
- f) Parents may request that their children be allowed leave during the school day due to health commitments etc. The pupil is the responsibility of the parent for the duration of the out of school activity. Parents must sign the “sign out book” when taking or returning a child to the school so that staff are aware of the numbers of children in the school on any given day.

### **Success Criteria and Review**

- Ensuring a safe child-friendly school yard
- Providing well organised and safe out of school activities
- Re-enforcing school rules termly
- Reviewing supervision duties yearly
- Altering or adjusting procedures deemed to be inoperable

### **Implementation**

This updated policy was ratified by the Board of Management on 16th April 2026.