



# GATEWAY SCHOOL

## GREAT MISSENDEN

### Supervision of Pupils on School Premises

This policy applies to all pupils in school, including EYFS

Reviewed:	September 2021
Date for Revision:	September 2022
Annual Review:	Autumn Term

Rebecca Izard	Head of Staff
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**Supervision of Pupils on School Premises**  
**This policy applies to Gateway School, together with its EYFS setting.**

We are all responsible for the behaviour of children on the school premises, in and outside lessons. If members of staff work together on a consistent basis to communicate, model and reinforce expected standards of behaviour then this will be to the benefit of all. Throughout the day, staff should exercise their authority whenever they see a child behaving in a manner unacceptable to the School.

**Staff have a duty to:**

- Deal with inappropriate behaviour, including appropriate sanctions
- Report it where necessary

Children should not receive mixed messages because of inconsistency in staff responses.

**Do not allow:** running between classrooms  
over boisterous games  
screaming and shrieking, particularly near classrooms  
litter to be dropped

**Look out for:** taunting/teasing  
lonely children  
game wreckers  
children playing outside their age groups

**General rules:** access to the lower field is by the path  
the car park is out of bounds  
children should use the zebra crossing  
access to the slope between the tennis courts is forbidden

**Break Duties:**

- Four playground supervisors are in school for break and lunch times.
- The school nurse is available throughout breaks and lunchtimes.
- Teachers and LSAs monitor children's behaviour and support the supervisors when there are large numbers of children on the playground

**Establish your role with the supervisory staff**

- The checking of classrooms and toilets on the ground floor is part of the duty.
- Staff on duty with younger children should try to promote an awareness of traditional playground games and activities.
- Staff should promote sensible behaviour among pupils and intervene when that behaviour is likely to become intrusive, destructive or hazardous.
- Any such behaviour should be dealt with and reported to the Senior Leadership Team.
- A bell signals the end of break and children stand still.
- Teaching staff collect the children at the end of break and take them to their lesson

**Wet Breaks:**

- Children remain in their classrooms and the playground supervisors follow a wet weather plan. They are allocated specific areas to supervise. LSAs and teaching staff supervise the children if the playground assistants are in other areas of the school.

**Acceptable Activities by Area:**

- Football is restricted to the Lower Court.
- Other ball games may be played on the Top Court.
- Children wear trainers when playing on the courts and field during break times.
- The patio is a quiet area for children.

**Pupil Conduct when moving between lessons:**

- Pupils are given organisational time to get their materials ready for a sequence of lessons.
- Pupils are dismissed from the classroom at the end of lessons.
- Pupils walk to their next lesson quietly and line up outside the classroom.
- Children should not go back to their lockers between lessons unless requested to by a teacher.

Staff should be proactive in supervising the movement of children between lessons, this ensures that children arrive on time and in a calm fashion. Staff should be in classrooms in a timely manner for lessons.

**In EYFS**

Supervision of the children in the Preschool will retain ratios of 1:4 for 2 year olds and 1:8 for 3 and 4 year olds. At break and lunch times the Preschool staffing will be supplemented by playground supervisors. Reception join Years 1-2 as part of break and lunch.

**Responsibilities**

The Head of Staff has responsibility for Review of this policy. All staff will have responsibility for its enactment.