

Supervision Policy

Rationale

Our aim is to provide a safe place for all the children in our care to learn and play. As teachers we accept the duty of care which devolves to us. In St. Michael's National School we make every effort to ensure that the children given into our care are adequately supervised.

Roles and Responsibilities

The school principal is responsible for drawing up and updating the Supervision Rota, which is made known to each person on the rota. In the event of a planned absence the person arranges for a person on the rota to swap supervision duties. In the event of an unplanned absence the principal arranges for a person on the rota to supervise.

Policy Statement

During Break Time one teacher supervises the yard. On wet days the teacher on duty supervises the classrooms. The rules for the yard are revised and reviewed regularly and are well known and repeated often to the children. The person on yard duty remains with classes until they have all been picked up by their own teachers from the G.P room.

No responsibility is accepted for pupils arriving before 9.20 a.m. The bell rings at 9.20 a.m. Classes will commence each day at 9.30 a.m. Classes will end each day at 2.00 p.m. (infants) and 3.00 p.m. (all other classes). Infant teacher will ensure that all children are collected at front door by parent/guardian. Teachers ensure an orderly dismissal and that all classrooms are vacated at this time. Parents who wish to have their children collected by another adult must inform the school in writing in advance. The person who is collecting children either at 2p.m. or 3p.m. should be at the school not later than 2 p.m. (infants) and 3 p.m. (all other classes).

Ratified by Board of Management on 13/12/07
Date

Signed : John Geelan
Fr Geelan