



Scoil Náisiúnta an Easpaig Ó Gealbháin

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YARD SUPERVISION

Updated September 2024

This policy is to make all staff aware of their roles both in supervision and in catering for all in the school community so that the supervision of pupils is done in a safe and organised manner.

1. Outline of Yard Supervision Duty

- There are currently four yard areas to be supervised – **Playground A** (3rd), **Playground B** (6th), **Playground C** (5th) and **Playground D** (4th) – see attached map.
- **Playground times will take place at 10.50-11.10 and 12.55-1.15.**
- On days when the field will be allocated for second break, the following are the arrangements:
When 3rd/6th are on the field, 5th will occupy the full middle playground and 4th will occupy Playground A.
When 4th/5th are on the field, 3rd will remain on Playground A while 6th will occupy the full middle playground. – see attached map.
- The supervising teacher must bring the allocated **Yard Book**, the **First Aid kit**, a **whistle** and (where necessary) **an umbrella** to yard.
- Children are guided to their yard by the classroom teacher.
- The supervising teacher monitors all activities on yard and makes a note in the Yard Book of any incidents of note. (**see Section 3 below**)
- The teacher on yard has the final say on all decision while supervising the pupils.
- It is up to that supervising teacher to end the yard period at the above times mentioned.
- In the event of 'Game On' activities, the 6th Class pupils will oversee collection and tidying of the resources.
- In the event of unforeseen circumstances of ending yard before the above mentioned allocated time, it is the yard teacher who will end the yard period and along with the SNAs will supervise pupils' entry back to their classes. (**see Section 4 below**)

2. Allocation of Yard Duty Supervision

- Teachers are allocated a slot on Yard Duty Supervision on a rotational basis within the section of that stream they are located in and will be coordinated by the relevant In-School Leadership members.
- Each stream will decide on the allocation of slots and these will be available to view on the Drive.
- The Playground Duty Supervision monthly list is not a final document and may be altered for a number of reasons which include illnesses, Course Days or absences. It will be up to the streams to make any changes necessary.
- If a change is necessary, sufficient time should be afforded to the teacher who will be stepping in to fill the role.

3. Yard Books and Outdoor Supervision

- The Supervising teacher must be in Yard at the start time.
- The teacher on yard must be in possession of the Yard Book during the period of their supervision. Yard Books will be kept within the streams and will be monitored by the relevant ISL members
- If a child name is recorded at any point it should also contain the initials of the class teacher next to it.
- The following are to be recorded in the Yard Book:
 - ✓ Incidents of ill-discipline
 - ✓ Accidents or injuries caused to a child/children.
 - ✓ Collection of a child/children during the period of the yard break.
 - ✓ Issues of disagreement between children.
 - ✓ Any child who leaves the yard area during the periods mentioned earlier.
- For any of the above, a detailed account must be in writing in the book and brought to the attention of the class teacher at the conclusion of yard.
- It is preferable that toilet breaks be done **before** the Playground Duty time to avoid pupils re-entering the building.
- Any child who due to an injury/illness has to be sent in from yard must have permission from the teacher on yard and must be accompanied indoors by an adult. For other injuries, the supervising adult can attend to the pupil while on yard.
- Any incidents of importance must be brought to the attention of the principal after the yard period.
- The Yard Book must be kept in a safe place within the stream after lunchtime yard has concluded.

4. Collection from Yard

- At the 20-minute mark, the supervising teachers will co-ordinate bringing in the classes one at a time via the designated doors.

- The supervising adults will lead one class at a time in subject to sufficient numbers of supervisors available.

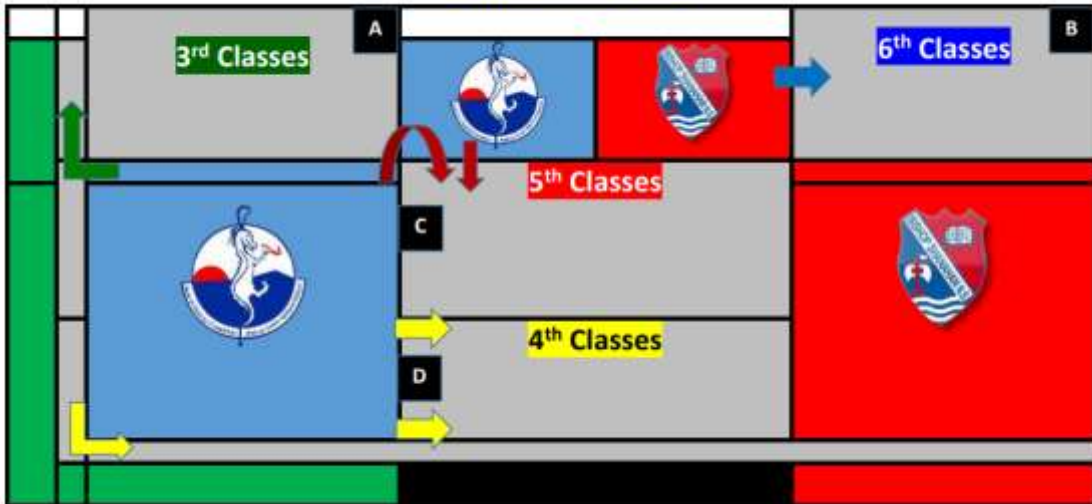
5. Indoor Supervision

- In the event of weather or alternative unforeseen circumstances, it may be necessary for supervision to take place indoor.
- Prior to the start of the break time or lunchtime period, an announcement will be made over the intercom informing all that pupils will be staying in.
- In this event, to accommodate indoor supervision, the class teacher must consider the following:
 - ✓ *All sharp items must be stored away and children must not be in the possession of any item that may be considered a hazard.*
 - ✓ *In the event of pupils playing board games, these must be distributed in the supervision of the class teacher before the class teacher exits the room.*
 - ✓ *In the event of a movie shown during this period, the class teacher must select an age-appropriate item prior to exiting the room.*
 - ✓ *All pupils must retain their seats.*
 - ✓ *The classroom teacher must not exit the classroom until the supervising teacher or SNA has arrived to perform the duty and the supervising person retains their role until the return of the classroom teachers.*
- At the earliest opportunity if it's possible to bring out a class, each supervising adult will lead out a class one by one. (*In the event of a class split where the duration of outside break is short the pupils from a visiting class will accompany the new class out*)
- In the eventuality whereby weather conditions cause the premature end of yard – an adult supervising will lead one class in at a time in the usual order.
- In the eventuality of an emergency arising in yard, all outside yard time must cease immediately and the aforementioned pupils must give the message to other yards that this decision has been made.

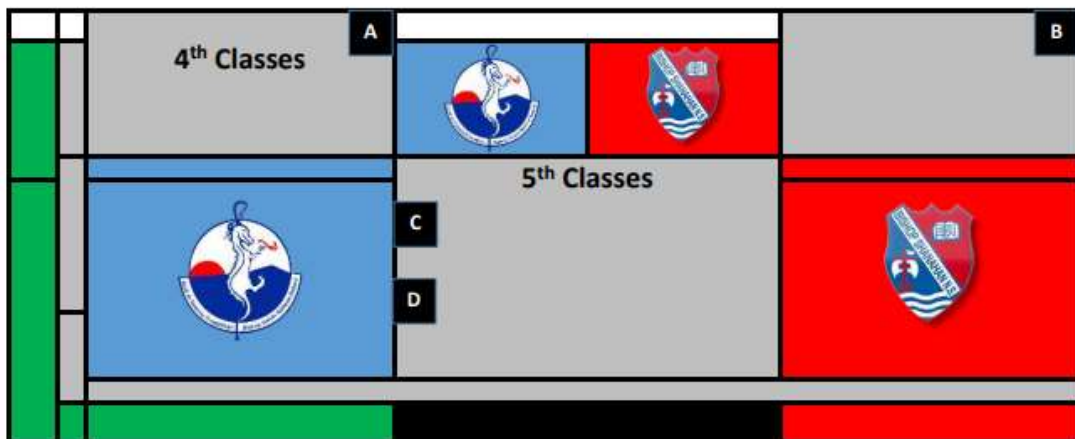
6. Pitch/Track

- To reach the pitch/track, the same exit/entrance doors will be used as per Playground with the exception of the New Building classes upstairs who will use the BSNS stairs
- Care must be taken to be alert to classes delayed exiting Playground and Pitch/Track and space should be given for their safe exit before a class arrives.
- The class teacher will escort the classes to/from the Pitch/Track one class at a time in the same order they are released for Playground and will withdraw them in the opposite order they arrived in.
- The maximum length of time allocated for the Pitch/Track is 20 minutes.

Every First Break (10.50)



Days where 3rd + 6th are on the Pitch (12.55)



Days where 4th + 5th are on the Pitch (12.55)

