



Scoil Mhuire na nGrást,  
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Chorcaí. Co.

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Belgooly, Co. .  
Roll No: 19672H

## Supervision of Pupils.

### Background

Rules 121(4) and 124(1) of the Rules for National School oblige teachers to take all reasonable precautions to ensure the safety of pupils and to participate in supervising pupils when they are on the school premises, during school time and/or on school activities. Accordingly, all teachers have the responsibility, individually and collectively, to provide a duty of care at all times towards the children in the school in which they teach. This policy is also informed by the Department of Education and Science Circular 16/73 "Supervision of Pupils" guidelines (2008) issued by the Primary Professional Development Service and will be implemented in compliance with these documents.

### General Principles

**Board of Management:** It is a matter for the Board of Management to ensure that a roster for supervision is prepared for each term and retained in the school for inspection.

**Principal Teacher:** It is a matter for the Principal Teacher in consultation with the Board of Management to prepare the roster for supervision. The Principal Teacher manages, monitors and participates in the supervision of the pupils during midmorning lunch breaks and assembly and dismissal supervision. The roster should include arrangements for providing supervision for short term absences. This roster will be displayed in the school staff room and will be adhered to by staff.

**Class Teacher:** The primary responsibility/duty of care for pupils falls on the class teacher. The "duty of care" placed on a teacher is to take such care of his/her pupils as a careful parent would of his/her own children.

The level of supervision by the staff of our school will always take account of:

- the age/maturity/needs of the pupils
- the numbers involved
- the layout of the building/yard
- the type of activity etc.

**Parents:** It is the duty of parents to deliver their children in the infant classes to the school each morning and to collect their children from the classroom at 2pm each afternoon.

## **Arrival and Dismissal of Pupils**

At Scoil Mhuire na nGrast, the school day runs from 9.30am to 2.00pm (Infants), 3.10pm (all other children).

The school will open to receive pupils at 9.25am. No responsibility is accepted for pupils arriving before this time. In the case of children arriving by School Bus, the school cannot accept responsibility for escorting them from the bus to the school or from the school to the bus.

Parents who feel their children may need to be escorted in these circumstances should make arrangements to ensure that some escort is provided.

Parents/Guardians must inform class teacher of any new arrangement regarding collection. Parents who wish to allow children to leave early must inform school in advance.

## **Break and Lunch Periods**

Children will be supervised during morning break and lunch break periods on the school. Children will be informed regularly of yard rules and regulations which will be rigorously enforced. The practice of children returning to classrooms during breaks is discouraged except in emergencies.

On wet days, children will remain in their classrooms. They will play and complete activities set out by the class teacher. Doors will be left open. The Special Needs Assistants will remain in the classroom with their assigned children.

## **Normal School Hours**

Teachers are responsible for supervision of children during normal school working hours. Teachers who occasionally leave the classroom for short periods, will arrange cover for their classes. This cover will be provided by a teacher in a neighbouring classroom.

## **School Tours Outings and Sporting Activities**

On all school tours and outings, the level of supervision will be provided following the general principles described. When pupils are taken to places of public interest/ adventure playgrounds, etc., the school authorities should confirm in advance that the operators/proprietors of these venues/activities are also adequately insured for any

liability that they may have in the event of an accident or injury.

### **Planning**

Proper planning of a trip involves choosing an appropriate venue, mode of transport and type of activity having regard to the age and capacity of the pupils. A greater level of supervision will be required than that which is required on the school premises and this level of supervision will be provided.

### **Sporting Activities**

Pupils will be briefed before attending sporting activities and the recommended protective equipment will be worn, e.g. helmets should be worn when hurling.

### **Plan for Reviewing the Policy**

The policy will be reviewed regularly in consultation with the Parents Association.

### **Ratification**

**November 2011**