

**St Georges (VC)  
CE Primary School, Wrotham**



**EYFS  
Outdoor Supervision &  
Toileting**

At St George's, we value and respect everyone in our community and work as a team to:

- Provide learning experiences which support and inspire high achievement for all
- Ensure a caring, safe and welcoming environment
- Promote co-operative and responsible attitudes to make a positive contribution
- Actively encourage independence and confidence to thrive in a changing world

## **Introduction**

This policy has been developed for supervising children in Early Years Foundation Stage whilst accessing outside learning, playtimes and toilets during this time.

St Georges School is committed to provide the highest safeguarding for all pupils, a safe outdoor learning setting and playground environment for the pupils. This policy seeks to clarify the level of supervision provided during the school day.

## **EYFS pupil entry and exit**

St Georges EYFS offers children direct access to a secure garden area for sustained periods of time throughout the school day. This area is fenced off and is accessible by three gates; all gates are closed except for when Oak Class pupils enter during the morning and leave at the end of the school day. A member of staff (ideally a teacher) will greet pupils and carers as they enter the garden area at 8:45a.m until 8:55a.m, at which point the gate will then be shut and any late pupils arriving, will need to enter via the school office.

There is no general playground supervision before 8.55am and parents/carers need to remain with their children until the class teachers are available to receive the children.

At the end of the school day at 3:15p.m the gate will be open by a member of staff (ideally a teacher) who will then stand at the garden door and call pupils names as their parent or carer arrives to collect them. Any pupil who is being collected by someone different will need to inform the school office or the class teacher of this change before collection. If the staffs are unaware of the change then a phone call home to parents will need to be made to confirm the pickup. Any pupils not picked up by 3:30 will need a phone call to parents/carers to establish if any difficulties have arisen.

## **EYFS Outdoor learning environment**

As much as possible pupils are encouraged to access outdoor learning and this is promoted through sustained 'free-flow' access to the garden area attached to Oak Class. Pupils are prompted to be independent and make decisions for their selves regarding appropriate clothing, footwear according to the weather; all of which are easily accessible to them. In line with the Health & Safety Management Standard re: Supervision at Break/Play and Lunch Times (Issue 1 September 2016) and EYFS regulations, Foundation Stage 1 children are supervised on a ratio of 1:13 in their designated outdoor area. In the event that more children are outside than inside additional staff will be needed to provide adequate supervision for the number of children (staff to use professional judgment when making the decision).

## **EYFS Playtimes**

Pupils in the EYFS do not have set playtimes until the summer term when they will join KS1 at their set time for morning play.

**The aims for playtimes are for our children to:**

- **have a break**
- **develop their social skills**
- **learn to play together**
- **develop new skills**
- **take exercise**
- **explore**
- **be themselves**

We aim for our children to 'enjoy playtimes' and to keep 'physically fit'. We believe that play is a fundamental part of a child's development- to a child 'play' is an important part of their 'learning'. We encourage children to tell us how they feel about the play opportunities that we give them so that we can improve our provision and evaluate how well play is contributing to the wellbeing and development of our pupils.

### **Responsibilities**

The Headteacher will:

- Ensure adequate staff are available to meet the supervision requirements.
- Ensure that staff are aware of their responsibilities and have sufficient training and guidance. Continue to develop a safety culture throughout the school.
- Ensure that this policy is communicated to parents/carers/staff/governors
- Review and evaluate supervision procedures in line with LEA guidelines

Employees should:

- Support the implementation of this policy.
- Reinforce a safe play message, through their supervision and actions.
- Report any supervision concerns to the Headteacher.

Parents/Carers should:

- Respect the arrangements provided for the supervision of their children and acknowledge the times at which provision is available.
- Discuss any concerns over incidents occurring during playtimes openly and constructively to a member of our school staff. This would usually be to a member of the SLT-

### **First Aid Procedure**

First Aid treatment is recorded in the accident book and administered by a qualified first aider. Parents/Carers and teachers are informed of any injuries. Head injury letters are sent home to inform parents of any head injuries. In the event of a child sustaining any serious injury the parents will be contacted immediately so they can collect their child, and have them checked by a medical professional. In the event of a very serious injury an ambulance will be called from the school office and then the parents will be contacted.

### **Playground Rules**

Children are made aware of the playground rules at the beginning of each year and at regular intervals thereafter. The rules will be displayed around the school in classrooms and cloakrooms.

The rules are:

- We do as we are asked the first time
- We keep our hands and feet to ourselves
- We keep unkind words to ourselves
- We ask an adult for help if we have a problem we can't fix ourselves
- We stop when the first bell goes and walk to our line at the second bell

Children are strongly discouraged from bringing toys, footballs and trading cards from home. Children will be rewarded for positive behaviour and good manners, being helpful and for positive play. This may be through house points, sticker or verbal praise.

Staff on duty will deal with minor incidents of misbehaviour in a fair and reasonable way.

Specific behavioural issues that arise during playtimes will be dealt with following guidance in the Behaviour Policy.

### **Using the toilet during playtimes**

The pupils in Oak Class have direct access to two toilet cubicles and urinals, they are encouraged to ask permission to go into the toilet area from a member of staff so the EYFS are aware where pupils are at all times and to ensure appropriate behaviour within this area.

During the summer term when EYFS pupils will join KS1 for morning playtime they will need to ask the designated teacher on playtime duty to use the toilet and they will be issued a band to wear, this allows no more than 2 pupils to leave the playground or field at any one time.