***St. Joseph’s N.S., Ballyadams***

**Yard Supervision Procedures and Protocols**

The following are guidelines on yard supervision procedures and related matters:

* **The yard should be supervised by a member of the teaching staff at all times and should, under no circumstances, be left unsupervised.**

**Schedule**

A yard duty rota is circulated to all staff twice a term. This rota will inform teachers and SNAs of their scheduled yard duty. In the event of teacher being absent please arrange to have another teacher cover your yard duty. Please inform the Principal of this arrangement. If a teacher who is on yard duty is replaced by a sub, the sub will complete the yard duty. S.N.A. subs will do likewise.

**Wet Days**

In Ballyadams N.S., every effort is made to ensure that the children get out for break.

Invariably there are days when the children do not get to go out due to wet weather or in the event that the yard is frozen over. This decision is usually made by the Principal. The children will stay in their classrooms and will be supervised by the teachers on duty that day. 6th Class pupils will help to organise play in the other classrooms.

**Children and Yard Rules**

Children are not allowed to remain in classrooms during break times except on days when weather prevents outdoor activity. If a child is not permitted to go to the yard by virtue of an illness or injury, he/she should not be in school that day as it is not possible to arrange supervision for individuals.

All pupils must play in their designated area and with their own class group. Children are encouraged to bring in their football boots and play on the pitches during break

Children are encouraged to be inclusive and fair when playing games. During playtime children are not permitted to:

### Engage in boisterous behaviour, rough play or dangerous games.

* Leave the yard without the permission of the teacher on duty.
* Use any kind of bad language

If a child disobeys the rules of the yard, he/she may forfeit part of play time (timeout). They can also be kept inside for a period of time. The class teacher takes responsibility for the supervision of the pupil/pupils.

**Serious Accidents /Injuries**

In the event of a serious accident or serious injury, the class teacher and Principal is sent for to attend to the child. Parents/guardians should be informed immediately and where contact cannot be made, qualified medical treatment should be sought for the child where necessary.

Subsequently the teacher on yard duty completes the accident report book.

**Toilet**

If a child needs to use the toilet during break time, he/she must obtain permission from the teacher on duty. The children will use the toilet in the library.

**Bell**

Play ceases in response to the bell. Children proceed to their line in an orderly fashion. Class teacher should accompany his/her class to and from the yard.

This policy was reviewed in January 2018. It was ratified by the Board of Management on February 6th 2018.

Chairperson: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Principal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_