

## Playground Duty and Break Supervision Policy

***This policy addresses issues in relation to:***  
*Safe and Supportive Environment – Student Welfare 3.6.2*

***(See also Policy on Duty of Care)***

Duty of care responsibility particularly applies to playground areas and the following procedures should be followed:

- Staff members must ensure they arrive promptly for playground duty carrying a first aid kit
- Students should be seated to eat their recess and lunch
- Only when they have finished and only after rubbish has been placed in a bin may they be released for play. (Recess is not a major play period)

Staff are to actively supervise the playground keeping in view the majority of pupils. Sitting or chatting with a colleague may contravene duty of care standards.

- **8.00am:** Staff supervision of playground begins
- **8:10am:** - All staff on site
- **8:30am:** Students are expected to be in designated areas

### **Recess:**

- Teachers on duty will be in the playground promptly at the beginning of recess
- At the conclusion of recess, students to cease games and begin assembling in designated areas

### **Lunch:**

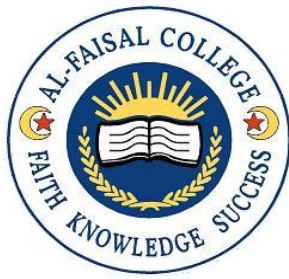
- Teachers on duty will be in the playground promptly at the beginning of lunch
- Students are to be in designated areas for lunch
- At the conclusion of lunch, students line up in designated areas ready to return to class

### **Wet Weather:**

- In the event of inclement weather, students are to remain in the classroom

### **End of the Day: 3:25pm (Primary), 3.35pm (Secondary)**

- Students are dismissed. Regulations regarding crossing the roads apply
- 3:25pm – 3:45pm - Supervision by rostered staff



**Procedure**

- a. *The Head of College (Liverpool) will make staff aware of their duty roster times at the beginning of each term or earlier if changes occur*
- b. *Staff receive a copy of current duty rosters in pigeon holes*
- c. *Duty rosters are also to be communicated to staff via noticeboards in staffrooms*

Date of Policy:  
October 2016

Proposed review date of  
policy:  
January 2018  
*or earlier where amendments in  
legislation require immediate policy  
reviews*