

**Scoil Iognáid de Rís,
Cill Chainnigh.**



**C.B.S. Primary School,
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Supervision of Pupils

Before School

- School starts at 9.00 a.m. The school gates are opened at 8.30 a.m. and pupils have access to the yard. They are not allowed into the school building. The yard is supervised from 8.30am onwards by the school caretaker and by the Principal or another member of staff from 8.45am onwards.
- Pupils are not allowed to engage in ball games of any type while in the yard.
- Pupils line up at their designated point when the assembly bell rings.
- They are brought to their classes by their respective teachers.

Small Break

- During the short break the pupils are separated into two groups.
- When the field is closed the pupils play in the yards. The junior classes have their own yard at the side of the school and the others play in the big yard.
- During this break there are two teachers on duty - a teacher in the big yard and the other teacher in the small yard. SNA's also helps out in both yards. The caretaker is available to be called on to communicate with the office if the need arises. The teacher on duty is organised on a rota basis.
The rota is done weekly and each teacher receives a copy. Copies are also on display in the staff room and in the secretary's office.
- Ball games are prohibited during breaks. (Except when the field is open)
- Under no circumstances is a pupil allowed to leave the premises at break time.
- Pupils are advised that horseplay and rough games are not allowed. Instances of pucking, kicking, head locking etc. are banned.
- Accidents and serious incidences of misbehaviour are recorded in a daily diary and are reviewed by the principal on a daily basis.
- Pupils should not be left unsupervised in the classrooms or on the corridors during break times.

Big Lunch

- The same rules for short break apply at this time.
- There are two teachers on duty, one in each yard, organised on a rota basis.
- The school is not responsible for pupils who break school rules by leaving the premises without permission.
- At 12.30 p.m. teachers begin supervision on the top and bottom corridors while the children eat their lunches. Pupils remain seated while eating their lunch. When the bell rings at 12.42pm, the teachers on duty ensure that the children get to the yard safely. Two more teachers come on duty and supervise the children until 1pm.
- Parents will be informed if the teachers or principal become aware that pupils leave the premises without permission.

Breaks in the fields

- Hurling and ball games are allowed in the fields. Boys who wish to hurl can do so in a designated area but wearing of helmets is compulsory.
- Climbing on walls & fences is prohibited. Children are only allowed play in designated areas of the field where they are visible to the teachers for correct supervision.

Wet Days

- On very wet days the pupils will remain in their classrooms. The people on duty will supervise a corridor each. The class teacher will advise pupils of the rules that apply when breaks are held in the classroom. Pupils must remain seated during the break.

After School

- The school day ends at 2.45 p.m.
- **Class teachers should see their pupils to the gate.** Pupils must walk to the gate and cycling on the premises is not permitted in the interest of safety for all pupils. After this the school accepts no responsibility for pupils. Parents should make appropriate arrangements to have their children collected. Parents are informed in advance, through the school calendar and other notices, of school closures.
- Pupils should not be on the premises after 2.45 p.m. unless involved in a school - organised extracurricular activities. During these activities they will be supervised by the appropriate teacher and should leave the premises at the end of the activity. It is the responsibility of the teacher in charge to ensure that all pupils are collected.
- The school is involved in the Junior Traffic Warden scheme and pupils are advised to avail of this in crossing the road.
- One of the school gates is locked at the end of the day either by the Principal, caretaker or cleaning staff. The other remains open so that access can be gained by gardai or firemen in case of an emergency.

Safety during breaks

- Pupils are not allowed leave the play areas during the morning break.
- All rough games and horseplay are forbidden - particularly pucking, kicking, kneeling, head locking and dragging.
- Pupils are not allowed play on the wheelchair ramps - including swinging on the ramp bars. This especially applies to the sin bin area.
- Climbing up on walls, benches, bars etc. is forbidden.
- Ball games of any kind, including the kicking of plastic bottles and other objects, are not allowed. (Ball games are allowed when the playing fields are open at break times)
- There is no playing or chasing in the toilet areas. Pupils must ask for permission from the teacher/SNA on duty to use the toilet facilities.
- **Any games that are likely to lead to an accident will be stopped.**
- Any pupil who is threatened by another's behaviour should report the matter to the teacher on duty. **YOU SHOULD NOT TAKE MATTERS INTO YOUR OWN HANDS.**
- Pupils should line up promptly when the bell rings at the end of break and wait until their teacher collects them.
- Pupils should not be in around the school when breaks are held outside.

Pupils who misbehave

- If a pupil misbehaves he should be cautioned.
- If he persists in misbehaving or if his behaviour is a danger to himself or to others he should be put standing in the 'sin bin'.
- All accidents and incidents of serious misbehaviour should be entered in the yard book.
- Serious accidents or instances of misbehaviour should be reported to the Principal or Deputy Principal. These instances will be recorded in the Incident Report Book and the class teacher will be informed.

Taking pupils outside the school

- Pupils should not be brought outside the school on trips, walks etc. without first informing the Principal. Parents sign a permission slip at the beginning of the school year for participation in such trips. What is deemed as adequate supervision will be provided for such outings.
- **Under no circumstance should a pupil be sent outside the school on messages for teachers.**
- **Under no circumstances should a pupil be put outside the classroom door as a punishment**

Visiting teachers, guests etc.

On such occasions, the class teacher is ultimately responsible for the supervision of the pupils in his/her class and must remain in the class for the duration of any such visits.

Detention

Children are detained during big lunch as a result of receiving a red card for a serious misdemeanor or for a series of incidents that are in breach of class or school rules. Parents are notified beforehand and sign the card that explains the reason for detention. The teacher on duty supervises the pupils for the duration of detention which finishes at 1pm, at which time the children join their class lining up in the yard.

This updated policy was discussed by the Board of Management and ratified on 08/11/2016.