



Glendower Preparatory School

# Playground Supervision Policy

2017-2019

Reviewed: September 2017

Next Review: November 2019

The school playground is in front of the school building and is enclosed on three sides by low railings and two gated entrances. There is an ivy hedge around the playground perimeter to provide additional security. Access for the girls to and from the playground is made by the door next to The Study.

The playground is used as follows:

- Between 8:15 and 8:30 am for parents wishing to drop off their daughters before the school opens at 8:30am.
- Between 10:30am and 10:50am for the Lower School (including EYFS) and between 10:55 and 11:20am for the Upper School.
- Between 12:00 and 1:00 for Lower School (including EYFS) and 1:00 and 2:00 for Upper School.

The staff/pupil ratio has been considered by the school and the following ratios have been put into place:

- Before school there are three assistants inside the main gate welcoming girls into the playground and providing supervision
- For Lower School break and lunch play there are 3 adults on duty, one of whom is always either a qualified teacher or assistant
- For Upper School break and lunch play there are 2 adults on duty

The Senior Leadership Team monitor these ratios regularly and adapt them if they feel this is appropriate. Existing ratios will not be changed unless a suitable risk assessment has been carried out.

In addition to the ratios above the following procedures are in place to ensure the safety and wellbeing of the girls in the playground:

- Before school, the assistants wear hi-visibility jackets to identify their presence to parents and carers
- The staff who are supervising the girls place themselves by the gates in the playground as these have been identified as possible danger spots given that they are lower than the rest of the fencing
- Girls are told regularly in assemblies and at other times that they must not play by the gates
- All girls are instructed not to speak to anyone over the fence and to turn their back on anyone attempting to take photographs
- There is currently CCTV covering the fences that enclose the playground

- In The Lower School girls going into school for the lavatory or because of injury must carry a playground pass.
- The staffroom is visible from the playground and can be accessed quickly via the kitchen staircase in the event of a problem. In both the Upper and Lower School a member of staff is on duty each lunchtime to deal with any issues arising
- Non-qualified playground supervisors are regularly monitored to ensure that they are following the guidelines put in place by the school

**Reviewed: September 2017**

**Next review: September 2019**