



YSGOL GYNRADD HYWEL DDA
LUNCHTIME/PLAYTIME POLICY



As a Rights Respecting School, we promote the values and principles of the UNCRC. This policy promotes and enables children to access:

Article 6: Your right to grow up to be healthy

Article 24: Your right to good food and water

Aim

- To encourage children to socialise well, being respectful and responsible towards each other
- To allow the school to operate safely and effectively in the common interest of all members of the school community

Duties and Responsibilities

- Mid day supervisors are required to maintain good order among the pupils and to safeguard their health and safety whilst eating, in the playground or during wet – play sessions
- Good behaviour is to be reinforced through positive encouragement
- Supervisors are encouraged to play with the children, using the play equipment available
- Supervisors and children are aware of areas that are out of bounds.
- Supervisors are made aware of school policies and procedures related to their job
- The Headteacher and Deputy (occasionally members of the SLT) carry out daily lunchtime supervision
- TAs have lunchtime duties on a daily basis to teach and reinforce rules, sharing, turn taking etc

Guidelines for establishing and maintaining good relationships

- Treat all children fairly and equally
- Be friendly and approachable
- Talk to the children
- Smile
- Stay calm
- Give praise
- Circulate between the children
- Avoid confrontations
- Help a child 'back out' of an awkward situation
- Avoid favouring particular children
- Avoid 'labelling' children in a negative way – start each day afresh
- Keep a watchful eye out for 'isolated' children and try to involve them in activities

Incentives

- Supervisors may give stickers as a reward for good or improved behaviour; this may also be reported to class teachers for further praise.

Sanctions

- Supervisors should handle any problems with unacceptable behaviour by talking to the children concerned in order to resolve the issue or giving a short 'time out' session. If the incident is 'notable', it should be reported to the Head/Deputy or member of the SLT.
- If a supervisor is unable to resolve a problem, the child/children should be brought into school and the matter reported to the Head/deputy or member of the SLT.

Accidents

- Supervisors are to follow the school procedure for dealing with any accidents (see Health and Safety Policy)
- A child requiring treatment is to be brought in immediately to seek help from a First Aider.
- An accident form is to be completed at the time or at the end of that lunchtime session.
- Any child being sent home as a result of sickness or an accident must be supervised until their parent/guardian arrives to collect them.

Breaktime Procedures

Staff follow the same procedures as Lunchtime Supervisors and, in addition:

- All staff and children are made aware of areas that are out of bounds.
- Duty rotas are drawn up on a termly basis. A minimum of 3 members of staff are always on duty.
- 'Notable' incidents, both praiseworthy and unacceptable behaviour, are reported to a member of the SLT.
- At the end of play, on the 1st bell/whistle children stand still quietly and listen; on 2nd bell/whistle, children walk to line up.
- Playground Buddies support a happy playground environment at FP/KS1 and playleaders at KS2 and are in charge of the playground equipment that is available for the children to use.
- Ball games are timetabled on a rolling programme for KS2 pupils.
- During wet play Year 6 monitors are assigned to each class to supervise the children at KS2. Members of staff on duty patrol the classes. Each class has a number of table top activities to complete. FP/KS1 there are also TAs on duty.

Monitoring

- The Head/Deputy and SLT members monitors and reviews the playground behaviour regularly
- Action is taken, as necessary, regarding repeated incidents by individuals/groups of children (see Behaviour Policy)

Headteacher Mrs S. Voyce

Chair of Governors Mrs T Sullivan-Godfrey

Dated: November 2021