

- ISI 14 – Supervision of pupils
- 14a - Supervision
- 14b – EYFS Missing Child Policy
- 14bi – Non-collection
- 14c – EYFS Supervision
- 14d – School Journeys
- 14e – After-school care



St **Dunstan's**
College

EYFS Supervision

Supervision of Pupils (14a)

In Nursery, the pupils are supported by a qualified teacher and two teaching assistants. Each class in Reception has a qualified teacher and one teaching assistant. The key worker for the children will be the qualified teacher in Nursery or Reception. All Early Years Staff have a full paediatric first aid qualification (PFA).

Each term all staff (including Teaching assistants) are interviewed by the Head of EYFS to ensure they are suitable to work with children. Each year they also complete a staff disqualification declaration.

Missing Child (14b)

In the event of a member of staff not being able to account for a child's whereabouts all staff will check the immediate site which will include toilets, classrooms and playground. If the child has still not been located then the Junior School Office will be contacted in case of early pick up or appointment. If after 10 minutes the child has not been located police and parents should be called.

Non-collection (14bi)

Any child that has not been collected at the end of the day will be signed into after school care. If this is not a regular occurrence for this child then parents/carers will be called and alerted. If the child has not been collected by 1800, parents are called. If parents/carers or alternative relatives/friends cannot be reached after one hour then social services will be called and their advice would be followed.

Supervision over the school day (14c)

Please see below both Nursery and Reception supervision ratios across the school day. Ratios tend to lie above the recommended minimum to ensure the safety of the children.

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<i>Time</i>	Nursery (20 children)
<i>0820</i>	Arrival- 3 members of staff
<i>0830</i>	Registration & Form Time 2 members
<i>0850</i>	2 members (Teachers in Reception within shouting distance)
<i>0950</i>	3 Members
<i>10.10</i>	3 Members
<i>11.30</i>	Lunch 2 members (One within eyesight and shouting distance)
<i>1200</i>	Walk Back to Classroom – 3 Members
<i>12.15</i>	Wednesday and Thursday 2 Members – One within shouting distance
<i>1315</i>	Period 3- 3 members of staff (Wednesday 2 members – others within shouting distance)
<i>1340</i>	Period 4- 3 members of staff (4 on Thursday)
<i>1445</i>	Snack - 2 members of staff
<i>1500</i>	Period 5 2 members of staff
<i>1510</i>	Dismissal 2 members of staff

<i>Time</i>	Reception (20 children)
<i>0820</i>	Arrival- 2 members of staff
<i>0830</i>	Registration & Form Time 2 members of staff
<i>0850</i>	Assembly 2 members of staff per class
<i>0950</i>	Break 2 members of staff
<i>1010</i>	Snack time-1 member of staff (another member of staff always within shouting distance)
<i>1050</i>	Activity time 2 members of staff
<i>1110</i>	Period 2 2 members of staff
<i>1145</i>	Lunch-2 members of staff
<i>1200</i>	2 members of staff
<i>1230-1300</i>	3 members of staff
<i>1300</i>	Period 3 2 members of staff
<i>1340</i>	Period 4 2 members of staff
<i>1425</i>	Break 2 members of staff
<i>1445</i>	Period 5 2 members of staff
<i>1515</i>	Dismissal 2 members of staff

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School trips (14d)

On school trips and outings, a separate risk assessment is always written. Ratios for children include 1:2 for Nursery and 1:4 Reception, however this can alter depending on the risks identified. There will always be a member of staff on all school outings that has a full Paediatric First Aid Qualification (PFA).

After School Care ratio (14e)

Please see below the After School Care ratio for wrap around care.

Before school care 0745-0820	Average 10 in EYFS	2 members of staff (Both have PFA) Leadership team on site.
After school care 1515-1800	Average 15 in EYFS	3 members of staff until 1730 (1 with PFA) 1 member of Leadership team on site until last child leaves.

EYFS Supervision			
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