ST BEDE CofE
PRIMARY ACADEMY

Playground Policy

Version Control

Version	Date	Author	Changes made:
0.1	21.06.2024	Anna Black	New Policy

This policy and its contents are underpinned by the school vision of 'Learning, Caring, Growing Together' and the school values: love, honesty, respect, kindness, friendship, forgiveness and compassion.

St Bede recognises the contribution playground activities make to the wellbeing of the children at our school. Providing a safe and supportive environment, the playground offers children opportunities for play, creativity, fun and enjoyment. Increased levels of physical activity not only improve children's physical health and fitness, but also have a significant impact on ensuring positive behaviour and attitudes as well as supporting mental health and well-being.

It is our aim that our playgrounds are well-organised and everyone feels happy and safe in the playground. We want all the children to be able to enjoy their relaxation and recreation time.

Through our playground activities we aim to promote and develop:
- Physical activity
- Citizenship
- Inclusion
- Co-operation, consideration, sharing and fair play
- Self-esteem and confidence
- Language and listening skills

Before and After School

The safety and well-being of our staff, pupils and their families is integral. Therefore, smoking and the use of e-cigarettes, the riding of bikes/scooters and playing ball games before and after school is prohibited.

We encourage parents/carers to avoid the use of mobile phones when dropping off and collecting children and prohibit the talking of photographs and videos for safeguarding reasons. We also ask that no animals (except guidance dogs) are to be brought onto the school premises at any time.

A number of bins are located on the playground. These are to be used by children and adults alike to dispose of rubbish and prevent litter. It is our school and our responsibility to look after the school site.

<u>Before school</u>

Access to the school site before 8:30am is limited to staff and children attending Morris Green Out of School Breakfast Club only.

From 8.40am, members of the Senior Leadership team will be present to greet and welcome pupils and their families to the school site.

Parents/carers and children are welcome to come into the playground area after 8.30am. However, school do not provide supervision for children until the school doors open at 8.45am and parents/carers are expected to be responsible for their own children during this time.

Parents/carers of children in EYFS to Year 3 (inclusive) must stay with their child/children, escorting them to their entrance when the school doors open and only leave the site when their child has entered the building.

The doors into the school will be opened by staff at 8.45am where children will be welcomed with a smile as they enter the building. For safeguarding reasons, no parents/carers or children must enter the school building before this time. The time before school is a busy one, where staff prepare for the day ahead and provide a positive welcome to the children as they enter the building and settle them ready for learning to begin. Therefore, catching staff at this time is difficult. If parents/carers wish to speak to a member of staff, please contact the school office on 01204 61899 to arrange an appointment.

The gates will remain open until 8.50am when they will be locked by the caretaker or a member of the Senior Leadership Team. Any pupils arriving after the gates close at 8.50am, must make their way to the school reception office and sign in. We ask that parents/carers leave the school site promptly after their child/children have entered school to ensure the gates can be locked at 8.50am to secure the site. For safegaurding reasons, if parents/carers have not left the site at 8.50am, members of staff will ask them to do so.

<u>After school</u>

The gates will remain locked until 3.15pm. When all pupils in Year 2, Year 3 and Year 4 are lined up on the playground, the caretaker or a member of the Senior Leadership Team will unlock the gates. The gates cannot be opened before this to ensure the safe dismissal of pupils. Staff are encouraged to line children up promptly to prevent the late opening of the gates.

Parents/carers of children from Year 4 who wish their child/children to walk home after school must give permission. To prevent congestion, children walking home will be dismissed after the rush of opening the gate has eased.

If parents/carers are running late for collection at the end of the school day, they must telephone the school office so relevent staff can be informed.

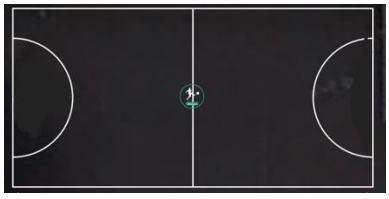
If parents/carers wish for a different adult to collect their child/children at the end of the school day, they must contact the school office prior to collection informing us who will be collecting your child and what relationship they have with the child. Adults unknown to school staff will be asked for the password to collect. For safeguarding reasons, we cannot dismiss a child to anyone under the age of 16 or to anyone who does not know the password.

We ask that parents/carers leave the school site promptly after collecting their child/children at the end of the school day to ensure the site can be secured for Morris Green Out of School Club.

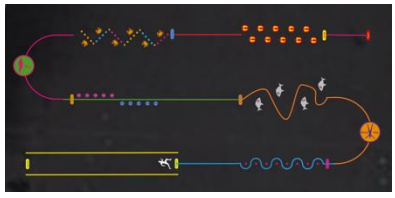
Break Times and Lunch Times

Playground markings on the front and back playgrounds contain suggested games and learning activities to encourage children to actively engage during their break times. Many of these will be led by support staff. A staff rota for these activities can be found on staff drive, timetables.

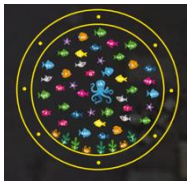
<u>Front playground</u>



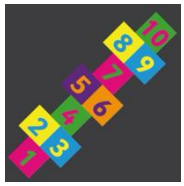
Football (adult led):
X2 football nets
X2 footballs
Red/yellow card
Whistle



Football rota:
Monday Y1, 3 and 5
Tuesday Y2, 4 and 6
Wednesday Y1, 3 and 5
Thursday Y2, 4 and 6
No Football Friday! (Adult led: one net, football and penalties only)

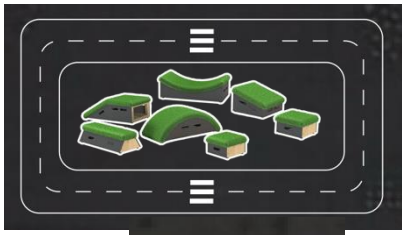


Activity trail (independent)

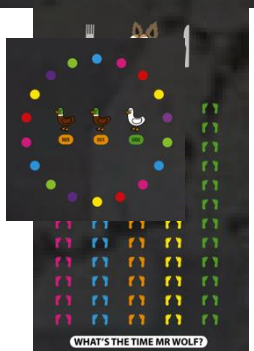


Phonics fish tank (independent)

Hopscotch (independent)



Track and play equipment (adult led):
Sit on scooters
Paddles
Helmets
Play equipment (placed in centre of track)

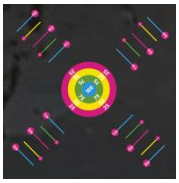


Duck, duck, goose (adult led where possible)
<u>Back playground</u>

What time is it Mr. Wolf? (adult led where possible)

Snakes and ladders (adult led where possible):
Large counters
Large foam dice

Target (independent):
Bean bags



Uk map (independent)

Basketball shooting (adult led where possible)
X1 basketball hoop
X1 basketball

Reading area (independent):
Box of books
Outside cushions

Benches are located on the outskirts of both playgrounds to provide children with a space to relax.

Picnics tables are available on both playgrounds. These will contain quiet activities such as drawing, colouring and board games.

All staff have undertaken basic paediatric first aid certification. During break and lunch times, support staff are responsible for the administration of first aid and will wear bum bags containing basic first aid kits, a pen and record book. Staff administering first aid to a child are responsible for informing the class teacher at the end of break/lunch time and providing them with a copy of the first aid slip to hand to parents/carers at the end of the school day.

Each member of staff on playground duty will have two toilet bands (yellow lanyards). Children must ask a staff member for a toilet band to visit the toilet during playtime and return these after use. If a staff member has no toilet bands available, children must wait until one is returned. This is to ensure the safety of pupils.

A number of bins are located on the playground. These are to be used by children and adults alike to dispose of rubbish and prevent litter. It is our school and our responsibility to look after the school site.

At the end of break and lunch time, staff on the playground will raise their hand to indicate the end of their time on the playground. Children are expected to stop, place equipment down and raise their hand to show they are ready to line up. One staff member will use the 'St Bede. Way' school culture script to line children up using 7S lines.
If the playground has been assessed as a risk, due to adverse weather conditions for example, staff will be informed of an indoor break/lunch time. During break times, teaching staff are expected to stay with their class and year group support staff will release each teacher for a short comfort break.

During lunch times, play workers and support staff will supervise children in the classroom. An email will be sent out to show where staff will be deployed.

During indoor break and lunch times staff will set up and lead the following suggested activities:

- Just Dance/Go Noodle
- Play only U classified films/tv programmes through paid for subscription sites (no YouTube)
- Encourage children to access online leanring platforms such as Bug Club, TimesTable Rockstar, NumBots, Purple Mash (again, no YouTube)
- Drawing/colouring activities
- Board games
- Paper games such as noughts and crosses
- Reading
- Play group games such as gallows, bingo, Pictionary, heads down thumbs down, cabbages, Simon says, I spy, charades, telephone, twenty questions, two truth and a lie, alphabet, categories

Break Times

Children in Nursery have continuous access to the outdoor classroom.
Children in Reception have access to the outdoor classroom and in the summer term, have a 15 minute break in the morning and a 15 minute break in the afternoon on the the playground.
Children in Year 1 and 2 (Key Stage 1) are allocated a 15 minute break in the morning and a 15 minute break in the afternoon on the playground.
Children in Year 3, 4, 5, and 6 (Key Stage 2) are allocated a 15 minute break in the morning on the playground.

A rota is in place to ensure adequate supervision during playtimes. This can be found on staff drive, timetables.

Support staff are responsible for setting up, leading and tidying away resources for break times as per the rota activity rota. Teaching staff are responsible for monitoring their playground and must remain outside for the full duration of break. Children can move freely between the front and back playgrounds. Staff are expected to stay on their allocated playground to ensure adequate supervision ratios.

TBC	10-10.15	10.20-10.35	10.45-11.00	2.15-2.30	TBC
Reception	Year 3 & 4	Year 1 & 2	Year 5 & 6	Year 1 & 2	Reception

Lunch times

Children from Reception-Year 6 have a 45 minute lunch break starting with lunch in the main hall. Nursery have longer to accommodate the length of time needed to eat their meal and to allow for change over between part-time children.

Time	Class	Hang coats	Dining space	Play space
11.30-12.45	Nursery	Classroom cloakroom	Main hall	N outdoor area
11.30-12.15	Reception	Classroom cloakroom	Main hall	R outdoor area
11.45-12.30	Year 1	Classroom cloakroom	Small hall	Playground
12.00-12.45	Year 2	Pegs on decking	Main hall	Playground
12.15-1.00	Year 3	Pegs outside hall	Small hall	Playground
12.30-1.15	Year 4	Pegs on decking	Main hall	Playground
12.45-1.30	Year 5	Pecks outside hall	Small hall	Playground
1.00-1.45	Year 6	Pegs on decking	Main hall	Playground

The teacher/staff with responsibility for the class will line the children up in a seven s line at classroom door and lead them to the dining hall via the front playground only.

Children will hang up their coats up as per the table above.

Reception children will be seated at the dining table by the teacher/staff member with responsibility for the class.

When Reception and Year 1 children have finished eating, they will place their tray on the trolley/close their lunchbox and return to their place at the dining table.

When the majority of children have finished eating, the adult will line the class up in a seven s line, exit the hall via the double doors opposite the 6GT classroom, through the ginnel by the new build, past Year 6 patio doors onto the back playground and collect coats ready for outdoor play in the space detailed in the table above.

For Year 1-6:

On arrival at the hall, teacher/staff member with responsibility for the class will line school dinner children up at the counter.

The year group ALSA will remain with the children queuing up for a school dinner.

The teaching assistant for the year group will escort packed lunches to the correct hall as detailed in table above, direct children once they have collected their school dinner from the counter and promote school lunch hero rules.

Children are encouraged to sit with peers from across their year group.

When the majority of children are through the counter, the ALSA will stay in the hall with the children eating to reinforce school lunch hero rules and the teaching assistant will exit onto playground and lead their activity as detailed on the rota found on staff drive, timetables.

To reduce congestion on entry and exit to the hall at lunchtimes, there is a one way system in place in the hall. Children will enter via the front playground and double doors near shutters and exit via the double doors opposite 6GT classroom, through the ginnel by the new build, past Year 6 patio doors onto the back playground and walk round.

When children in Year 1-6 have finished eating, they will place their tray on the trolley/close their lunchbox and immediately leave via the exit route, collect their coat and join their class, TA and play workers on the playground.

The ALSA will exit the hall, move onto playground and lead their activity after 15 minutes in hall as detailed on the rota found on staff drive, timetables.

Play workers are responsible for setting up/tidying away resources for lunch time. Play workers and support staff are responsible for leading activities as per the rota activity rota.

Children can move freely between the front and back playgrounds.

Staff are expected to remain outside for the full duration of their duty and stay on their allocated playground to ensure adequate supervision ratios.