

Child Supervision Policy

Designated Senior Persons for Child Supervision: Miss Malin Garner and Miss Juliette Raymondeau

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This policy is reviewed on an annual basis

Annual Policy reviewed by: Miss Annette Elstob: **September 2021**

Next date of Annual Review: **July 2022**

Signed:



Arrangements for the Supervision of children at Rolfe's Nursery School

N1 Dragonfly Class opens each day from 8:30 -3:00pm. The Ladybird Class opens at 8:40 - 3:00pm each day. Children and parents are welcomed by a member of staff who take full responsibility for the child's welfare during the day. Each child has a designated key person who takes care of their daily needs and acts as the "key person" of contact between parent and school. The EYFS Lead Practitioner oversees the provision each day. Registers are taken by the class practitioners or lead practitioner each morning and afternoon. The school administrator quality assures the registers for safeguarding purposes after they have been submitted. Additionally, the number of children and adults are recorded daily on our School Calendar, once in the morning and once in the afternoon.

Lunchtime Arrangements

Lunchtime is between 12:00 and 13:00 each day and we adhere to the following staff to child ratios throughout this lunchtime period:

- Staff to child ratios in our Dragonfly Class N1 is 1:4 (aged 2 years- 3 years)
- Staff to child ratios in our Ladybird Class N2 is 1:8 (aged 3 years to 4+)
- If a member of staff holds a degree or is an EYT/EYP, ratios increase to 1:13 with at least one member of staff holding a relevant level 3 qualification.

Ratios and Staff Deployment throughout the rest of the day

- Staff to child ratios in our Dragonfly Class N1 is 1:4 (aged 2 years- 3 years)
- Staff to child ratios in our Ladybird Class N2 is 1:8 (aged 3 years to 4+)
- If a member of staff holds a degree or is an EYT/EYP, ratios increase to 1:13 with at least one member of staff holding a relevant level 3 qualification.
- Other staff may be involved in leading activities throughout the week including, Music and Dance. Ratios apply during these sessions.



At Rolfe's we deem child supervision and safeguarding as the most important part of practice.