



KS2 playground supervision and routines



Article 24: Health and Healthcare

Every child has the right to be safe and healthy, with good quality healthcare, nutritious food and clean water. They should respect this right by taking care of themselves, making healthy choices and behaving safely at school.



Article 31: Every child has the right to relax, play and take part in a wide range of cultural and artistic activities. Every child has the right to play with other children. Children should respect this right by letting others play with them and join in with other games and activities. Children should be kind to others and use words to sort out any disagreements. If children can not solve a problem with words, they should ask an adult for help.



Article 1: Every child has rights. It is important that rights are respected everywhere, including at school. Everyone needs to make sure that they respect their rights and the rights of others.



Article 7: Every child has the right to a legal name. Children need to respect this right by calling others by their legal names or the name that they prefer to be known by.

Rationale: La Houquette Primary School recognises the unique 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 positive and cooperative play, creativity, fun and enjoyment. We attach great importance to ensuring that break and lunchtimes at our school offer children experiences that contribute to their social, physical and emotional health. In particular we recognise that increased levels of physical activity not only improve children's health and fitness, but also have a large impact on ensuring positive behaviour and attitudes.

Aims: Through our playground activities we aim to provide and promote 'safe opportunities to:

- ❖ Create a happy environment
- ❖ Enjoy and appreciate the school grounds and utilise them to their maximum
- ❖ Increase physical activity and improve motor skills
- ❖ Encourage citizenship skills-improved caring attitudes, sense of responsibility and respect for people and property

- ❖ Develop tolerance and an ethos of Inclusion
- ❖ Facilitate Cooperation, consideration, sharing and fair play opportunities
- ❖ Enhance self-esteem and confidence
- ❖ Develop language and listening skills
- ❖ Have a break from learning and opportunity for refreshment

This document aims to set out the 'supervising rules' for our KS2 playground. Whilst it comes across as quite prescriptive, and a list of 'do and don't', its purpose is to be unambiguous and easy to follow by anyone who finds themselves on duty.

Supervising adult role whilst outside:

- Make yourself visible (high viz)
- Place yourself in one of the ['zones of supervision'](#) and 'walk' the area to ensure you are proactive.
- Intervene before any 'play' gets out of hand - eg stop the children play-fighting, piggy backs, rolling down the hill etc.
- Direct children to remove themselves from an out of bounds area.
- Deal with issues from the children eg complaints/moans etc
- Write significant incidents in the book.
- Deal with minor first aid.
- Keep your eye on the time to ensure the children have plenty of time to go in on the first whistle to the toilet/change shoes etc. A member of staff needs to go inside to supervise the cloakroom/toilets - this will be the person to collect the walkie talkies
- Tea should be in a cup with a secure lid on. This is also the case when walking around school.

Before school:

- Teachers on duty will be on the playground **promptly at 8:30am**. Both teachers should place themselves strategically so that the whole playground area can be supervised. One should be by the gate and the other moving between outside and the cloakroom. Mark will unlock the gate and the teacher needs to open it at 8.30.
- All children should remain on the tarmac area.
- Children should put their bags etc on their peg straight away. They should put in a line outside, the things they need to take to their classroom.
- No patio area, no apparatus, no field or grass areas to be used.
- No equipment should be outside..
- Children should not be using the front door apart from putting a musical instrument or other such item inside or if there is a message to give to the office.
- When the whistle is blown children should line up in their class line. High five then used to indicate quiet/ready for inside.
- **Teachers not on duty before school should, as far as is practical, have a presence in the cloakroom/corridor/stairwell area at this time of day to ensure a calm, quiet and friendly atmosphere as the children come into school.**
- **Wet days:** children will go to their classrooms and duty teachers supervise classes from 8:30am. No wet play games out at 8.30. Children should either read or draw quietly at their table
- **Playtimes (including Lunch)**
- Apparatus: children are encouraged to play safely -discussion of what this is,

should be held regularly e.g. start of half terms, assemblies (if reminder needed).

- [Bug house & stick risk assessment](#) - please go through with the children
- Children displaying inappropriate behaviour not reflective of La Houquette school values will be asked to sit on the bench for 5 minutes. Their names should be noted in the playground book.
- Persistent 'offenders' will be asked to sit on the bench for 10 minutes. The class teacher should be informed.
- For more serious incidents eg use of racist language, bullying, fighting etc refer to the Behaviour Policy. This should also be recorded in the playground book.

All teachers have a responsibility to check the playground book to ensure they are aware of children who they need to keep an 'extra' eye on. The teacher on duty will need to be extra vigilant in their zone of supervision. Phase leader monitors this book weekly.

If children eat lunch outside they MUST be seated at a table or on the small, white wall by the apparatus. They should not be sat on a swing, under a swing or climbing on the poles.

First aid:

- First aid should be carried out quickly and promptly 'within your zone of supervision'.
- More serious first aid - children should be sent inside with a 'sensible other' to a member of staff who is first aid trained. They should be sent to the staff room or office. The 'sensible other' child should be asked to come back to you on duty to confirm they have been seen by an adult. This needs to be written in the accident book.
- Ice packs - a sensible child should be sent in to fetch an ice pack should it be needed.
- Teachers not on duty, in the staff room, or their classroom, need to be prepared to help children who come to them with first aid issues (duty of care).

No supervising adult should come inside during their duty

UNLESS IT IS AN ABSOLUTE EMERGENCY.

First aiders are: May 2026

Emma Feak, Nat Gilman, Rachel Kemp (3 day course), Samantha Sexton, Lauri Reed, Claire Davies, Keri Hartnett (3 day course), Jeanette Savage (level 3 and paediatric), Steph Lowe (Level 3 and paediatric)

KS2 playground:

- Equipment is to be used on the tarmac area and field only.
- Football is to be played on the field only. (No football boots.). Ensure football does not 'dominate' the field.
- Football is non-competitive. A friendly 'La Houquette kick around.' Football is for ALL. Intervene immediately if any unwanted, discriminatory behaviour is seen.
- Out of bound areas (Junior playground) are the back of the swimming pool, behind the recycling bins, in trees and hedges, bike sheds, the sandpit on the field and the entrance to the bunker.
- The teachers are on duty to decide whether the field is appropriate to be used. (Please use as much as possible)
- Trainers should be worn for the field/woodchip area when it is damp. This is usually during the autumn and spring. During the summer it is ok just to wear their shoes.

- A whistle will be blown, a few minutes before the end of play, to signal that the children need to make their way to the tarmac area. All children will be expected to come off the field and apparatus at this time, including the swings. They are only to go inside to change shoes or go to the toilet. The LSA on duty needs to go inside to supervise the cloakroom. At lunchtime the LSA needs to go back inside to supervise the cloakroom.
- A second whistle is blown to indicate that the children need to come to their class lines.
- Teachers use high five to indicate quiet, ready to go inside. At this point children not showing high five or still chatting are asked to line up separately and referred to KS2 Leader. (Those children should be requested to go to the KS2 leader at the next break and a list should be sent to the KS2 leader prior. This will ensure that those expected but 'do not show' can be followed up)
- Red/Green card system to indicate use of wood chips and field:
White/red or playtimes
white/red.green for lunchtime
The member of staff makes the decision.
- Children not to go onto the field or wood chips until the 'zone of supervision' teacher is there.
- Class balls used for games on the tarmac. (Not football games.)

These procedures should be shared with the children on the first day back each term and revisited by class teachers periodically.