



Broomwood Hall School Limited

Please note that this policy was rebranded in August 2023 however the content will be reviewed by December 2023.

BROOMWOOD

EYFS SUPERVISION POLICY

Ratios

At Broomwood, we adhere to the regulations on early years foundation stage (EYFS) staff: child ratios set out in the EYFS framework. During every part of the school day, careful consideration is taken to ensure the EYFS children are supervised by staff to meet these requirements:

RECEPTION – Children aged 4-5 (until the end of Reception)



Level 6	1:30
Instructor Status	1:30
Levels 3-5	1:13 in the presence of a Level 6 or member of staff with approved instructor status
Level 3	1:8, in the absence of a Level 6 or member of staff with approved instructor status
Level 2	1:8, in the presence of a Level 3 or above

PRESCHOOL – Children aged 3-4

Level 6	1:13
Instructor Status	1:13
Levels 3-5	1:8
Level 2	1:8, in the presence of a Level 3 or above

As stated above, great care is taken to ensure that children are supervised according to strict ratios during every part of the school day.



Before School

The school is open from 7.45am every day. Any EYFS child arriving before 8.20am will be supervised, together with Class 1, 2 and 3 children arriving early. This period of supervision is known as 'Early Waiters'. At 8.20am all EYFS children will be taken to their classroom by the members of staff on this duty. They will be handed over personally to their teacher or teaching assistant.

Commented [RF1]: I'm still not that clear on the GR procedures!

During the School Day

During the school day, the EYFS children are predominantly with their teacher unless having specialist lessons. Each EYFS class has a full-time teaching assistant.

At both morning and lunch playtimes there are always three or more members of staff on duty. Playtimes are always supervised by the school's teaching assistants, classroom assistants and teachers, all of whom are well known to the children. The children are taken to and from the playground by their class teacher or teaching assistant.

Lunch is eaten in the school's dining hall. Members of staff and teaching assistants accompany the children to and from the dining hall. Members of staff monitor table manners and ensure they are eating sufficiently.

School finishes at 3.15pm. Children are handed over to parents by the Prep class teacher. Parents need to inform the school if a child is to be collected by someone other than the parents. A child will not be sent home with another adult unless permission has been given by the parents/guardian.

After the School Day

There is the provision for EYFS children, with elder siblings to remain in school until 3.45pm by joining the 'Late Waiters'. The EYFS children are taken to 'Late Waiters' by their class teacher or teaching assistant and are handed over personally to the EYFS



member of staff running the session. Parents then collect their child from 'Late Waiters' and are handed over by the EYFS teacher.

Clubs

If a child in the EYFS is staying for an after-school club, they will be escorted to Club tea and then onto their club by a member of staff. We adhere to the EYFS ratio regulations during after school clubs to ensure that all children are cared for safely.

Document Control

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