



UT VOCE ITA VITA

EXETER CATHEDRAL SCHOOL

Nursery | Pre-Prep | Prep

EYFS Supervision Policy

Last reviewed: May 2022

Next review: May 2023

Governor oversight: Pastoral

We work within the requirements of the EYFS Statutory Framework as set out below;

Children aged three or over. In Reception classes, where the majority of pupils are five or over within the school year, the staffing ratio is 1:30 (as in maintained schools) provided that a person with Qualified Teacher Status, Early Years Professional Status or another suitable level 6 qualification is working directly with the children.

Such a person may be an overseas qualified teacher or an ‘instructor’ (someone with the necessary qualifications or experience or both, where the governors/proprietor are satisfied with the qualifications or experience). In such Reception classes, there is no requirement, as previously proposed, for at least one other member of staff to hold a full and relevant level 3 qualification.

In other EYFS classes for children of three and above, with a person with Qualified Teacher Status (or other suitable person as defined above), the ratio is 1:13, and at least one other member of staff is required to hold a full and relevant level 3 qualifications.

In EYFS classes for children of three or above, without a person with Qualified Teacher Status (or other suitable person as defined above), the staffing ratio must be at least 1:8. At least one member of staff must hold a full and relevant level 3 qualification and at least half of all other staff must hold a full and relevant level 2 qualifications.

Children who are ‘rising three’. If those ‘rising three’ in their first term at the setting are in a separate group, they count as being two years old (and the staffing ratio for two year olds applies). If they are in a mixed group with three year olds, they count as three if they are in the minority, but as two if they constitute the majority.

Statement

At Exeter Cathedral School children are supervised at all times from the moment they are handed over to the teachers in the morning to the moment they are handed back to their parent/carers at the end of the school day.

Arrival at School

On arrival at School in the morning the children are greeted and welcomed at the Hall House gate or the Woodland garden gate by the Head of Pre Prep/ Head of Nursery and /or the Pre Prep administrator whereupon they are handed over to care of the School. Children may put a named pebble in a basket or a

tag on a wall to show they have entered the class and the teacher will then take a register. Ratios laid out in the EYFS Statutory Framework as above are adhered to.

The Nursery is staffed by a qualified teacher and two teaching assistants one of which holds a Level 3 qualification. Reception classes are staffed by qualified teachers and a full-time, year-group teaching assistant with a minimum of a Level 3 qualification.

Throughout the school day

Within the Nursery and the main Pre-prep building (Hall House) children in the EYFS are free to move around without supervision (for example to the toilet, library, communal areas or to take a message to another class)

When pupils from the EYFS are accessing outdoor learning spaces during the school day, they 'will usually be within sight of staff and always within sight or hearing', in accordance with the EYFS statutory framework.

Break time/lunch time supervision

Both areas of the playground, the front playground and the woodland garden, are well supervised during break times and lunch times according to EYFS statutory guidelines.

A risk assessment is carried out and the play areas and equipment are checked at the start of each day. Duty staff circulate around the play areas, actively engaging with the children and encouraging positive play behaviours.

A number of the EYFS team hold a paediatric first aid certificate.

Moving from one site to the other

There are times during the school week when the children (Reception classes only) cross the Cathedral Green to the Chantry, such as when they go for PE. Each group is accompanied by sufficient members of staff so as to ensure that the ratios remain well within the EYFS requirements.

On occasions where Nursery and Reception gather in the Cathedral for a Pre-prep service, supervision is tight and ratios remain well within the EYFS requirements.

At the end of the school day

At the end of the school day, the children are handed over to their parent/carer and a register is taken. The parent/carer then takes over supervisory responsibility whilst they remain on the school site.

A member of staff is on 'gate duty' to ensure no child leaves the school site without their parent. If a child is being collected by someone different than their parent a form is completed in advance to authorise this. Should someone unexpected/unknown arrive to collect a child, a phone call will be made to the parent to confirm the identity of the person and to seek permission to release their child to them. Teachers will never hand over a child to an unknown adult or to an adult that they deem to be unsafe (acting in a violent manner, under the influence of alcohol or other substances). If such a situation were to arise they would involve the Head of Pre-Prep, the Headmaster or the DSL who would call for another authorised adult to come and collect the child.

After School Care

Early years pupils who are booked into After School Care (ASC) will be escorted to the Nursery by a teacher/TA where they will be handed over to and registered by the ASC team leader. They are signed out at the end of the session and handed to their parent/carer.