



14a – Supervision of Students

1 Statutory Policies	14a – Supervision of Students
ISI	Part 3
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Procedure for the Supervision of Students

Introduction

The British International School of Casablanca prides itself on providing the highest levels of care for our students.

This includes providing the correct levels of supervision throughout the school, dependent on the activity (e.g. unsupervised work, playtime and lunchtimes).

Throughout the school, the correct teacher/student ratios are always observed during these activities and duty rotas (both in The Primary and The Secondary Schools) are given to all staff at the beginning of the year. Copies of these are held by The Head of Primary and The Head of Secondary.

1. Breaktime Duties

In the Secondary School there are always 2 members of staff on duty during breaktimes. They are located either by the basketball court or the football pitch. In the event of any incident, 1 member of staff is to remain with the student whilst the other goes to seek assistance.

In the Primary School there are always 3 members of staff on duty during breaktimes. They are located in each one of the three sections of the playground and provide supervision based on the Key Stage in that area.

Staffing for EYFS during the day is highlighted in the EYFS Supervision Policy.

2. Lunchtime Duties

Throughout the lunchtime period (which is split into 2 sessions) members of staff will provide supervision as per the breaktime duties above. However, additional supervision is provided in the canteen area and staff will ensure that students attend lunch in Year Groups, not friendship groups.

Further to this, staff in The Primary School will also escort their Forms to the dining hall and in certain circumstances (depending on their Key Stage/Year Groups) Y1 – Y3 will sit with them during their lunch.

Staffing for EYFS lunch is highlighted in the EYFS Supervision Policy.

3. Homework / Private Study

Homework sessions can be timetabled in the library / or within Secondary School and is always supervised by a member of staff. On occasions, other members of staff may be required to supervise in the library / or within the Secondary School (e.g. for 6th Form study sessions / ECA's and Intervention Sessions etc).

Homework is the name we give to those regularly timetabled periods where students do not have a normal lesson. This occurs occasionally Key Stage 5. Students are expected to be in their designated Homework sessions and absences should be followed up by The Head of Sixth Form in the same way as they would be for a normal class.

In order to create the right atmosphere for private study to take place, the following should be observed:

- There needs to be quiet, and the easiest way to achieve this is to insist upon silence. If students need to communicate with each other about the work, this needs to be done quickly and without fuss.
- There should be no more than 4 students sat at each table and one per computer.
- No eating or drinking under any circumstances.
- If a student asks to listen to music on a portable device while they work, this is at the discretion of staff.

Ratified