

Section:	<b>Administration</b>
Policy:	<b>5.04</b>
Revised:	<b>September 2024</b>
Approval:	<b>Motion #477</b>

## 5.04 Supervision Policy

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### 1. Rationale

The regular involvement of parents in the daily life of the school is to be encouraged for several reasons. First, academic achievement increases when children see their parents in the school. Second, parents gain a greater understanding of, and appreciation for, the goals of the school as they work closely with the teachers in the classrooms. Third, there is a greater sense of unity and common purpose when teachers and parents have the opportunity to work side by side for the benefit of the children.

While the equal involvement of every parent is the ideal, it is not always fair or practical. Therefore, the following principles have guided the development of the policy: First, all parents have an equal responsibility to provide help as parent monitors. Second, some parents are unable to support the ministry of the school by working as parent monitors. Third, some parents would like to work as parent monitors more frequently than others. Lastly, teachers plan their lessons on the assumption that at least one parent monitor will be available to help.

### 2. Policy

1. The Principal will appoint a Supervision Coordinator who will determine the number of days per year supervision is needed. This will be based on the number of instructional days.
2. The Supervision Coordinator will determine which families can or cannot serve as Parent Supervisors and which days they are available.
3. Some families may not be able to assist in Supervision duties but are expected to assist in other ways.
4. The Supervision Coordinator will develop a Supervision schedule and distribute it to the families involved.
5. Each family will be responsible to provide a Supervisor for the days assigned to them unless a replacement has been assigned previously by the Supervision Coordinator. Any further substitutions are the responsibility of the individual family.
6. The Principal in communication with the Supervision Coordinator will arrange for an informational meeting at the beginning of each school year to outline supervision criteria and expectations.
7. The student to adult ratio on the playground will be 20:1 for elementary students and 25:1 for middle school students.

### **3. Supervision at School**

All students are encouraged to arrive at school shortly before the 8:45 start for elementary students and 8:35 for middle and high school students in the morning. Parents should be aware that there is no supervision of students on the front lawn prior to 8:30 in the morning. There is also NO supervision of students provided after 3:15 pm, unless they are attending a sports activity or school-run club.

To foster independence, parents are encouraged to say goodbye to students at the kiss-and-go area, allowing them to wait on the lawn until their teacher comes to collect them and they enter the school through the doors closest to their classrooms. At the end of the day, students will be escorted outside to the front lawn for pick-up, either through the kiss-and-go area or can be met at the side of the lawn.

### **4. Recess and Lunch Supervision**

Educational assistants, teachers, administrators, and office support staff will provide supervision of students during the recess and lunch breaks. Students need to be dressed for the weather as it is our expectation that all students will play outside even in inclement weather. On very cold and rainy days, we may have an "Inside Day"; however, students should always be dressed appropriately to be warm and dry outside, as not all rainy days are "Inside Days."

### **5. After School**

There is no supervision of students on the playground after school. Parents are responsible for the supervision of their child after 3:15 pm, unless previously agreed upon.