

**St Christopher's School**  
A Member of the Brighton College Family of Schools



***Arrangements for the Supervision of EYFS Pupils throughout the School Day***

On arrival at School, children are met by their class teachers, year 8 buddies or classroom assistant at the main school gate, who will settle them in the classroom. The children spend the majority of the school day with their class teacher at the Reception class site, who takes full responsibility for their welfare and planned activities throughout the day. Other staff will also be involved in leading some activities throughout the week including, Music, French, and Sport.

**Ratios:** In Reception (4-5 year olds), we currently have a ratio of 2:. There is a reception teacher who is assisted by a further member of staff throughout the day in each class.

**Assemblies:** although led by a variety of staff, all other staff will be attending throughout these sessions.

**At Break Times,** children will be supervised during break times – 2 adults are always on duty at morning and lunch break.

**Lunch Time (within classroom) – 12.00 – 12.30.** All staff will supervise their own classes.

**After-School Care (3.30 – 5.30pm):** All children are looked after by the Assistants from 3.30pm, starting with snack time at 3.30pm to 3.45pm. The children are taken to either the extra curricular clubs, (run by class teacher or specialist teacher) or are looked after by an assistant during after school care. If the child is not collected after clubs then they will be looked after by the assistants. All Lower School children are collected by 5.30pm and are collected from the year one classrooms.

**End of Day Security:** If a child is not collected at 5.30pm we will phone the parent at regular intervals. If no answer, we call the next contact (appointed guardian by parent ie. Grandparent).