Supervision (including EYFS) Policy

Please see [Brighton College Dubai Policies and Guidelines](#)

1. Policy Statement

For the Senior school Brighton College Dubai seeks to ensure that pupils are properly supervised whilst they are in our care. Professional judgement is needed in view of the age of the pupils and the activities in which they are engaged. It is important for staff to understand the importance of pupil supervision and observe the following guidance:

1. Attendance and Registration - all staff and pupils are expected to follow school procedures for attendance and registration

2. Any pupil absent from registration for any reason but who is on site must register as soon as possible either directly with house staff or via Reception. HMMs review the pupil attendance percentages at least weekly, and flag up to the Assistant Headmaster, who is also the DSL, any worrying trends of significant absences.

3. Pupils are also registered in each academic lesson using iSAMS, either on the computer or using the app on a teacher's own phone. Knowing whether or not a pupil is present in school, and knowing how often a pupil has been absent from school form a key part of the school's safeguarding provision

2. Site Security

All staff are identifiable by their ID badges and lanyards and all visitors are required to report to Reception in order to sign-in and must be accompanied at all times during their visit.

Pupils leaving the main site:

- Unless going to an off-site teaching area (including Sports venues), all pupils: may only leave campus with permission gained in advance (for example, in the case of a doctor's appointment).

- Parents should make arrangements with the Housemaster/mistress (HMM), who may need to refer the proposed absence to the Assistant Headmaster.

Additional:
- Registration must be supervised by a member of staff.

- When a member of staff is supervising in a remote location a mobile phone may be advisable.

- Where senior pupils (usually prefects or the equivalent) have supervisory responsibilities for younger pupils, there must always be a member of staff readily available and in overall charge.

- No pupil should have access to areas containing high-powered electronic equipment without staff supervision.

- No pupil should be left in any area that contravenes Health and Safety directives

3. EYFS Supervision of Pupils

Pupils within the Early Years Foundation Stage at Brighton College Dubai will be supervised at all times by a qualified teacher or early years teaching assistant. The ratio will always be a minimum of one staff member to every eight children in accordance with the Statutory framework for the early year's foundation stage (Department for Education).

When pupils participate in learning activities outside of the College Campus, a risk assessment will be taken to determine the required adult to child ratio.

3. Approved by

Monitoring and review

Policy to be reviewed and checked annually by the Head Master.

Head Master on behalf of the College:

_____

Chair on behalf of the Governors:

_____

Change History Record

Version No.	Description of Change	Owner	Date of Issue
1.0			
2.0			
3.0			

Brighton College Dubai Policies and Guidelines July 2018 (Date of issue September 2018)

Policy Statement

Brighton College Dubai policies have been developed by the College Leadership Team (CLT) with input and guidance from the Brighton College network, including Brighton College UK.

Policies reflect current best practice.

At the time of writing, policies aligned with the following:

- KHDA Guidance and Guidelines for Private Schools
- MOE United Arab Emirates School Inspection Framework
- DSIB School Inspection Supplement
- The College's Academic Plan written for KHDA approval
- Standards for British Schools Overseas (DfE)

- COBIS Accreditation and Compliance
- Bloom Education and Bloom Holding policies where applicable

Should any regulations change or develop further, the policies will be reviewed to ensure continued alignment.

Policy Structure

Policies will show the date of writing and reviews on them. Version control will also be in place. Should there be an error or inaccurate fact in any policy, a CLT member should be notified.

Policy Development

Policies will continue to be developed as strategic priorities are set.