



SUPERVISION POLICY Mar 2026

School Name:	Christian Brothers College Kilkenny
School Address:	Dunningstown Road, Kilkenny, R95X6CX
School Details:	CBC Kilkenny is a Voluntary Roman Catholic Secondary School under the Trusteeship and the Patronage of the Edmund Rice Schools Trust (ERST). The School is grant aided by the Department of Education & Skills and is a single sex (boys) school.
School Management:	The Board of Management of CBC Kilkenny is a statutory Board appointed pursuant to the provisions of the Education Act 1998.

Mission Statement

Inspired by its founder, CBC Kilkenny aims to provide Catholic education in the Edmund Rice tradition. The school endeavours to be a caring Christian Community which promotes to the best of its ability the personal, spiritual, physical and intellectual development of its students.

Ethos

As an Edmund Rice School, CBC Kilkenny seeks to promote the five key elements of an Edmund Rice School as espoused by the ERST Charter:

- Nurturing faith, Christian spirituality and Gospel-based values
- Promoting partnership in the school community
- Excelling in teaching and learning
- Creating a caring school community
- Inspiring transformational leadership.

The word “parent” in this document means parent or legal guardian

Introduction

This policy applies to all staff and students during school hours, break times and on all school related activities.

Rationale

Following the principles laid down by the Children First Act 2015, CBC Kilkenny obliges teachers to take all reasonable precautions to ensure the safety of students while supervising students during school time and during all school related activities.

This policy has been reviewed in accordance with CBC Kilkenny Child Safeguarding Statement and in line with the Children First Act 2015 (and Addendum 2019) and the Child Protection Procedures for Primary and Post-Primary schools revised 2025.

While renewing this policy, due consideration has been given to all aspects of the wellbeing of students at CBC Kilkenny and particularly to the Wellbeing School Improvement Plan (May 2018).

General Data Protection Regulations came into force in May 2018, and this policy has been reviewed in accordance with best practice as detailed in this legislation.

Relationship to the Characteristic Ethos of the School

This policy is in keeping with the school ethos of providing a safe and secure environment for learning for all students and the wider school community.

Aims and Objectives

- To inform parents that the school does not accept responsibility for students until 08:00.
- To develop a framework that effectively ensures, as far as is practicable, the safety of students whilst on the school premises and school grounds, making their way to and from class or while engaged in school related activities.
- To support and reinforce the aims of the Bi Cinealta (antibullying) policy of the school through careful observation and monitoring of behaviour patterns.
- To contribute to effective school management and to comply with relevant legislation.

School Procedures

It is the policy of the school to supervise the school premises during regular breaks.

- Insurance cover is provided for all students, in school and during school related activities (i.e. any activity taking place with the full knowledge and authority of the school, including direct travel to and from such activities).
- A rota for supervision is drawn up by the deputy principal, and this rota is communicated directly to the supervising teachers through email.
- Supervision duties are compulsory for all staff involved in the Supervision and Substitution system.
- If a teacher is absent they may swap their supervision slot with a colleague in consultation with management.
- Students are supervised as they enter the school through the student entrance in the morning.
- Supervision is provided before school, during morning breaks, lunch times and after school.
- First Aid supplies are kept in the staffroom and the First Aid room.
- All accidents or serious incidents must be recorded and reported appropriately in accordance with the school's Accidents and Incidents policy. Accident Report forms are retained as a matter of procedure. These are kept on file by the Health and Safety Officer.
- The teacher on supervision duty reports any incidents of serious misbehaviour to the Year Head and/or a member of senior management.
- Students with injuries, which occur during supervision periods, are dealt with in accordance with the school's Accidents and Incidents policy.
- Students who become unwell during a supervision period should be referred to their Year Head.
- Any injury to the head, where thought to be sufficiently serious, is notified to parents by phone as soon as possible after the incident.
- Serious accidents and incidents must be reported to the insurance company in accordance with the school's Accidents and Incidents policy.
- Students who are on detention must remain under staff supervision to complete their work. The detaining teacher is responsible for ensuring the supervision for the duration of the detention period.
- Where teachers are providing extra tuition, it is the responsibility of the relevant teacher to ensure supervision for the duration of the period.
- SNAs are on supervision during the formal breaks providing individual supervision for designated children. This is organised by the AEN coordinator.
- If a teacher is called from his/her classroom in an emergency situation another member of staff will cover where practicable.

- Specialist Rooms: students using the specialist rooms are always accompanied by a teacher or an SNA under the instruction of a teacher. Students are not permitted to be on a computer without supervision.

Exam Supervision

An exam supervision rota is drawn up to ensure supervision of students during exam times. This is emailed to staff and posted on the noticeboard in the staffroom.

Supervision of after school Study

A study supervision rota is agreed amongst the relevant teachers at the beginning of the school year.

Procedures when off school premises

For out of school activities such as hurling, basketball, football, soccer, athletics, and tours etc. the tour organiser or team management must ensure that there are appropriate levels of supervision.

Review

This policy will be reviewed periodically and updated accordingly.

Approval

This policy has been approved by CBC Kilkenny Board of Management.

Signed: _____
Chairperson, Board of Management

Date: _____