

# PLAYGROUND SUPERVISION & SAFETY

FOLLOW THESE GUIDELINES TO KEEP OUR KIDS SAFE!

## *Outside Times*

Please abide by your designated outside times. While outside, all teachers should line their children up to go inside 5 minutes prior to their end time to be courteous of the other classrooms who are going outside.

## *Bathroom/Potty*

Please send all children to the potty immediately before going outside. For infants & toddlers, check diapers before going outside. If a child needs to potty, one teacher may take the child to the restroom as long as proper ratio is maintained. If you are the only teacher, notify the front desk that you need someone to stand outside while you change a diaper or take a child to the restroom. Never send a child inside without adult supervision. Always remember to stay in proper student/teacher ratio.

## *Supervision*

Adult supervision is required at all times. Children may leave the playground only with an adult. Teachers should always move around the playground monitoring and interacting with the students. This is not the appropriate time to do paperwork or lessons. Make sure to monitor the tree houses where children can hide and get into mischief. Teachers should never crowd together and talk with each other. Always think of the "grenade example". If a grenade would wipe all of you out, you are too close.

\*Take your roll sheet outside with you. Always know the number of children you have in your care. Count often. Stay within your student/teacher ratio while outside. If you discover any children missing, tell the front desk immediately.



## *Cell Phones*

Cell phones are not to be used while supervising children. This includes outside and inside the classrooms. This includes texting, talking on the phone, online usage, Bluetooth, and headphones.

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## *Water/Hydration*

Hydration is very important especially in hot weather. Offer the children water every 15 minutes while playing outside. A fresh water jug should be made available each time. Please ask the front desk for water if it is not available. Children should ALWAYS receive water when they ask for it.

## *Playground Inspection*

Inspect the playground often for any dangerous objects or damaged equipment including but not limited to broken boards, fences, & toys. Use the playground checklist often to ensure that it is safe and secure. Report any dangers to the front desk..

## *Injuries*

Tell the front desk immediately of any serious injuries. Fill out an ouch report for any scratches, bumps, bruises, splinters, etc. that occur on the playground. A first aid kit should always be kept outside and at the front desk. Notify the front desk if first aid help is needed.

## *Playground Rules*

Teach children to use the equipment the correct way to avoid injuries.

### **Swings:**

Hold on with both hands facing forward sitting on bottom.  
No standing on swings.  
Stop the swing completely before getting off.  
Only one person per swing.  
Stay clear of moving swings.  
Never push an empty swing.

### **Slides:**

Only Slide feet first.  
Only one person at a time sliding down.  
No running or walking up the slide.  
No putting wood chips on the slide.

### **Wood Chips & Fences:**

No climbing the fence.  
No throwing wood chips.  
No digging in the mulch.

### **Toys:**

The riding toys should be used by the appropriate ages. Children should return all toys to the designated area after use.