



LENDY PARK SCHOOL

The Way, The Truth And The Life.

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Maximising The Potential Of Each Child Through Christian Education

Day Duty

Be at school by 7:00am to supervise the arrival of children at school.

- No children running in the corridors, shouting, screaming etc. If they are noisy they are to be sent to the fields.
- No children in the classroom unless the teacher is present or the classroom assistant.
- Make sure children are correctly dressed with tied shoe laces.

Break Duty

- One staff member to the tea area to ensure order - children line up; greet kitchen staff with hats removed; say please or thank you; ensure no waste.
- Other staff members are on the main sports field/roving the corridors to ensure children are out of the classroom and that there is no shouting or screaming.
- JM's out on the field on duty.
- Children without hats sit in shade.
- All children line up after break in class order and hats, shoelaces appearance etc. checked.
- Classes are dismissed in order when the teacher arrives to collect them from the field.

Lunch Duty

- One teacher supervises the lining up of children and that they remove their hats; greet the servers; eat properly and behave.
- One teacher ensures that after eating the children should change and then move to the fields.

Car Park

- One teacher is required to make sure that the children are orderly and move between the car park and holding area safely.
- Ensure that children are correctly dressed:
 - Sports kit with or without full tracksuit (No half tracksuits)
 - Hats on head
 - If in uniform, full uniform required
 - Laces tied correctly
 - Socks up if in shorts.