

Supervision of Pupils Policy

ISI Regulation	3: Welfare, health and safety of pupils
Reviewed by	Ed Griffiths, Deputy Head Pastoral
Date	September 2026
Date of Next Review	September 2027

Supervision of pupils

Senior School

1. Policy Statement

The supervision of pupils is taken seriously, whether in the classroom, on the playing field, in the playground, in transit to and from Nursery Road or on a trip at home or abroad.

1.1 Scope

This policy applies to all staff at the school and should be read with the school's Staff Code of Conduct and staff job descriptions.

1.2 Publication

This policy is provided to all staff on firefly.

1.3 Policy aims

Through this policy we aim to:

- protect the health and safety of pupils at the school; and
- ensure that staff at the school are aware of how staff are deployed to ensure the proper supervision of pupils.

2. Responsibility

All members of staff are responsible on a day-to-day basis for ensuring that pupils at the School are safe. Schools are under a general duty to supervise pupils to the standard of a prudent or careful parent.

General Supervision

All of the Senior School Curriculum is delivered and supervised by fully-qualified teachers, coaches and trainers, in accordance with GDST policy.

Cover for Staff Absences is included in the [Cover Policy](#)

Break and Lunchtime supervision is covered in the [Duties Policy](#)

After school duties

One member of staff ensuring girls leave the premises, paying particular attention to locker rooms.



Outside the 8.15 to 4.15 envelope:

The Consent Form signed by parents makes it clear that there is no specific provision for supervision before 8.15 and after 4.15, although there are always teaching staff at school from before 7.00am until after 7.00pm, as well as a receptionist and a member of SLT available until 6pm each day. Girls may go to their form rooms from 8.00am. Girls required to stay for activities after school (e.g. sports practices that start later than 4.15) may remain in school, provided they sign in with the staff member running that activity. Other girls staying in school should sign in at Reception. All activities and clubs are registered on SOCs.

After School Provision:

4.30 to 6.00pm Monday – Thursday

Library Use: Librarian present until 4:30pm thereafter laptops are locked away. When the Librarian leaves, girls are permitted to remain Room S (next to Reception) until 6.00pm, provided they have signed in at Reception.

By 4.30pm every student should have:

1. vacated the premises, **or**
2. be in a supervised activity with a member of staff, **or**
3. have signed in at Reception clearly stating where they will be

Sixth Form girls may work in the Sixth Form Study Room or the Library until 6pm, but must be in a minimum group of 3.

Girls attending an activity, Late Stay or working in Sixth Form Study Room or the Library, must take all belongings with them to the start of the session, so that they leave school from the relevant room, not returning to either their locker or Form Room.

Girls may not stay in school after 5pm on Fridays, unless under direct supervision of a member of staff.

Off-Site, but Local

Wimbledon High School works on a split site with the playing fields at Nursery Road hosting games, physical education and co-curricular activities. These sporting facilities are used by the whole school.

In Year 7, the parents in the senior school sign a consent form to give confirmation they agree to allow their daughters to walk down to NR unsupervised by staff. All highway crossings and other potential hazards are risk assessed and there is a prescribed walking route that all students are made aware of.

Nursery Road is a 10 minute walk from the main school site. The PE department brief the students in their first lessons of PE and Games in Year 7 and follow the guidelines as stated in the 'walking to Nursery Road' risk assessment. Students are indirectly escorted down to NR by PE



staff in Year 7&8; in Years 9-13 students depart Mansel Road at the start of the lesson and are expected to walk down to PE lessons in a minimum group of three people. Students are given a thorough outline of what to do in case of an emergency, if they are approached by an undesirable person, the route they should take and what to do if they usually have their lesson at NR but cannot make it there for a particular reason. Junior school pupils walk to Nursery Road supervised by teaching staff.

Once at NR, the students are met by PE staff who take the register. If there are any students missing and they have been in school until that point, the PE teacher will phone school reception to begin an investigation process. Should the student not be found, the missing student policy will be followed.

Staff are present outside the Pavillion and near the changing rooms for indirect supervision whilst students are changing.

Wimbledon High School
Mansel Road, London, SW19 4AB
wimbledonhigh.gdst.net

Senior School
T 020 8971 0900
E info@wim.gdst.net

Junior School
T 020 8971 0902
E infojuniors@wim.gdst.net

Head Ms Fionnuala Kennedy
T 020 8971 0920
E heads-pa@wim.gdst.net