



BITTERNE
C of E PRIMARY

Play Apparatus Policy

Headteacher: Mrs. Jen Johnson

Reviewed by	Headteacher	Authorised by	Governing Body
Date	July 2024	Next Review	July 2027
Review Cycle	Tri-Annually	Signed by Chair of Governors	Amanda Humby

HOPE



COURAGE



CREATIVITY



Together we soar...



1. Purpose of the policy

- 1 To provide a whole school approach to the use of the fixed and portable playground apparatus.
- 2 To establish rules and safety provisions for the whole school.
- 3 To ensure the apparatus is used to meet in part the outdoor and adventurous activities requirements of the National Curriculum.
- 4 To inform staff, parents and governors of the purpose, rules and safety provision for apparatus.

2. How the policy was developed

The policy was developed in consultation with staff and Governors.

3. The importance of outdoor play - Aims

- To help children develop confidence, fitness and agility.
- To develop skills related to play and imaginative play
- To give opportunity for cooperative individual and social play
- To educate pupils to play safely both in and out of school grounds, especially on play apparatus
- To help children assess risks
- To give opportunity for structured exploration of the apparatus
- To meet the requirements of NC in which children should explore challenges of a physical and problem-solving nature using suitable equipment whilst working individually and with others.

The equipment is provided for the use of children at Bitterne CE Primary School and should only be used by these children under supervision of a member of the school staff. However, there are planned circumstances where children from PaintPots Pre-School or Muskateers After School Club can use the equipment with prior agreement with the HT, provided all supervising staff have read and adhere to this policy.

4. Equal Opportunities

All children will have equal opportunity and time to use the play equipment. When installing any new equipment, the school will ensure that the equipment and area are accessible to all children.

5. Rules concerning the use of the fixed equipment

When the equipment is wet or icy it is not safe to use.

Please refer to the guidance for each individual piece of apparatus.

Early Years



1. All the EYFS area equipment is low rise.
2. Only secured tyres should be included in the tyre steps.
3. Maximum 30 children within the whole equipment area at any one time.
4. Bark must not be thrown

Key Stage 1 Castle area

1. Numbers- Maximum of 30 children in the apparatus area at any one time. There is a year group rota for lunchtime and break time. ***It is not to be used out of the school hours unless otherwise agreed.***
2. There is to be no pushing at any time. Children who are seen to be pushing will be asked to leave.
3. The wooden horse is only for sitting on- not for standing.
4. This area is not for chasing games
5. The black flooring under the horse should be checked even when the horse is dry as the flooring can still be wet if there has been recent rain. If it is wet the whole area should not be used.
6. The gate will be closed when this area is not in use.

Key Stage 1 apparatus area (See Appendix 1)

1. *Supervision:* Children may only use the apparatus whilst being supervised by a member of school staff at break times and lunchtimes. ***It is not to be used out of school hours unless otherwise agreed.***
2. This area is on the same rota as the KS1 castle area.
3. There can be up to 40 children in this area.
4. Children should stay on the barked area, unless allowed to come off in dry weather.
5. The steps to the play area must not be obstructed
6. There should not be contact between children whilst on the equipment.
7. There will be cones/ barrier on the steps to show the area is not in use.
8. Deliberate pushing on the apparatus will mean that a child is given a red card which means they will not be allowed on the apparatus for the rest of the day.

Key Stage 2 apparatus area (See Appendix 2)

1. *Numbers:* Maximum of 30 in the apparatus area at one time. A year group rota will operate.
2. *Supervision:* Children may only use the apparatus whilst being supervised by a member of school staff at break times and lunchtimes. ***It is not to be used out of school hours unless otherwise agreed.***
3. The circuit equipment at KS2 is designed to have one direction of travel – standing looking at it this is left to right.
4. There will be cones on the entrances to show the area is not in use.
5. There should not be contact between children whilst on the equipment.
6. Deliberate pushing on the apparatus will mean that a child is given a red card which means they will not be allowed on the apparatus for the rest of the day.

Outdoor activity gym – meadow area

1. Numbers –The 4 pieces of apparatus allow for 6 children exercising at the same time (2 single, 2 double)
2. *Supervision:* Children may only use the apparatus whilst being supervised by a member of school staff. ***It is not to be used out of school hours unless otherwise agreed.*** The supervising adult will need to bring cleaning materials/ spray for handles/ seats before use



- checking for bird mess.
- 3. There is an entrance from KS1 playground and an accessible entrance via KS2 playground. The area is gated when not in use.
- 4. This area is for gym style activity rather than free play
- 5. Turn taking and timings may be needed for successful use

6. Responsibilities of the children

These will be shared with children regularly alongside reminders of lunch and break behaviour procedures.

- Clothing:
 - Coats, if worn, must be done up.
 - It is recommended that scarves are tucked in and toggles are tied.
 - Appropriate foot wear must be worn. No open-toed sandals or fashion heels.
- Children must not stand on or jump on equipment that is not designed for this.
- No pushing or any other rough play whilst on the apparatus.
- No throwing of loose bark.
- Children should not use apparatus if it is damaged, wet or icy.

7. Responsibilities of the Site Manager

- To check the equipment each morning before use. This check will include:
 - A check that equipment is secure. Any equipment found not to be secure will be taped off and the Headteacher and Business Manager will be informed immediately.
 - Removal of any sharp/ protruding litter items or animal mess or debris from trees.
 - When equipment is wet or icy, the play equipment area will remain coned off.

It is also the responsibility of the Site Manager to monitor and re distribute the bark at least weekly and undertake any bark top up, as necessary.

8. Responsibilities of the Staff Members

- At break time, a member of staff will check the equipment for wet/icy surfaces and decide if access should be given.
- At lunchtime, the KS1 or KS2 Lunch Leader is responsible for checking the equipment for wet/icy surfaces and will decide if access should be given.
- Where the area has been coned off by the Site- Manager at the start of the day, the staff members on duty or MDSA will check to see if conditions have improved and remove the cones only if the surfaces are dry and safe.
- If outdoor play equipment is being used for curriculum activities, the class teacher will ensure all children are aware of the rules and also structure the use to ensure the play learning in the lesson is successful and safe.

9. Responsibilities of the supervising adults

- All adults at break or lunch have a responsibility to supervise the fixed play equipment area.
- Ensure clothing requirements are adhered to.
 - Coats, if worn, must be done up.
 - It is recommended that scarves are tucked in and toggles are tied.
 - Appropriate foot wear must be worn. No open-toed sandals or fashion heels.



- Ensure the rules above are kept and that individual equipment guidance is adhered to. A verbal reminder can be given. However, if the child repeats the breaking of the rule, they will be asked to leave the equipment area and will not return for the rest of the day. This will be recorded.
- For serious issues where a child's actions are likely to hurt themselves or others, they will be asked to leave the area immediately and the behaviour policy followed. The child will not return to this area for the rest of the day.

10. Responsibilities of Parents

- Parents are asked to support this policy by not allowing their child/ children to play on the fixed apparatus before or after school. The school will not be liable for any resulting injuries to children where a parent disregards this policy.

11. Responsibilities of the Headteacher

- The Headteacher will ensure that all apparatus is inspected annually by an independent person and a report kept on file in the school office. Remedial works will be prioritised, alongside the Business Manager, and works completed.
- The Headteacher will ensure that parents, staff and children are aware of this policy and their responsibilities.

12. Responsibilities of the Senior Leadership Team

- The SLT will review behaviour records of when children have been asked to leave the play areas and set up further training or structures for individuals.
- The SLT will ensure that at least once a term, children have been reminded of how to use the equipment in an assembly.

13. Use of small portable equipment at break time and lunchtime

(linked to risk assessment for playground)

Where small equipment can be used:

- Each activity will take place in a designated zone.
- An adult is patrolling the areas where small games equipment is being used. The adult should reinforce the zones and rules for each activity.
- Cricket- The bat is plastic and the ball is soft. Children are asked to keep the bat level below waist height.
- Basketball – The basket balls should be slightly flat to reduce bounce to ensure the ball stays under control in the zone.
- Football- Due to the restricted space, the goalie must roll the ball out. Throw ins must be to feet. A member of staff is always available to supervise. At KS1, a member of lunch staff will supervise and act as referee.
- Hoops, walking cups and skipping ropes should be in their designated zone.
- For KS1, the play leader will organise and supervise break time equipment.

14. Evaluation

This policy will be reviewed every 3 years and shared with parents, staff, children and governors.

Key Evaluation Questions

- What evidence is there that all fixed play equipment is safe to use following daily check and an



annual inspection?

- What evidence is there that all children use the equipment safely and sensibly?
- Can all children and staff explain what the rules are and why they are in place?
- What evidence is there that children enjoy and value their use of the equipment?
- What evidence is there that all children are able to access the areas and the equipment in them?
- Is there any evidence of review after any serious injury linked to the use of apparatus? Have risk assessments been modified, as a result?



Appendix 1 - KS1 Play equipment – Health and safety July 2024

All equipment to be used under adult supervision

If at any time a child is not using the equipment sensibly and following the safety rules. They will be asked to leave the area for the remainder of the break/ lunch.

Children should not be wearing open toed sandals on the apparatus.



Rope Bridge KS1

Children to enter at one end and go in one direction across the rope bridge.

Children must not stand on the metal handrails.

Only 4 children at a time on the rope part.



Scramble net KS1

Children to enter at one end and go in one direction across the net.

Children must not stand to cross. They should crawl across on their front.

Only 2 children on the rope net at one time



KS1 Balance beams- 3 heights

Children should go from the lowest to the highest.

Only 2 children on each beam at a time.

There should be no pushing of children balancing.



Zig zag balance KS1

Children should go from the lower end to the higher end.

Only 3 children on the beam at a time.

There should be no pushing of children on the beam.



KS1 Slide

Only 1 child to slide down at a time in a sitting position. They must not go down on while lying down with either feet or head first.

Once they are clear of the end of the slide, the next child can come down.

Only 3 children to be on the top slide platform at any time. This would be 1 sliding and 2 waiting at the top. Further children can wait sensibly on the stepped / slope area.

Children must climb up the slide part from the ground.



KS1 Castle area- wobble board

Only 1 child travelling along the board at any one time.



KS1 Horse and cart

Children should only sit on the horse. Maximum of 3 children.

Children should not climb on the upper frame of the cart.



Year R scramble net

Children should not stand on the net.

Only 2 children at a time.



Year R shelter

Children should not climb on top of the shelter.



Appendix 2 - KS2 Play equipment – Health and Safety revised July 2024

All equipment to be used under adult supervision

If at any time a child is not using the equipment sensibly and following the safety rules. They will be asked to leave the area for the remainder of the break/ lunch.

Children should not be wearing open toed sandals on the apparatus.

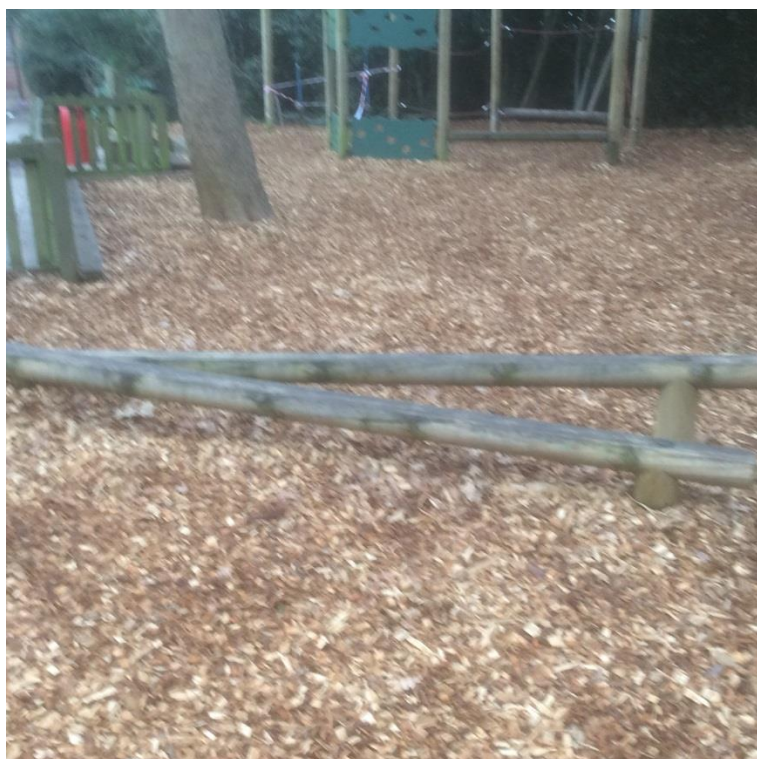


KS2 Tunnel net

Only 2 children at a time. As one exits, one can enter. When travelling a distance between the 2 should be maintained.

They should go through head first in a crawling position.

Children should not stand on top of the tunnel.



KS2 uneven bars

These should not be used if wet.

One direction of travel avoiding contact when doing so.



KS2 rope climb

2 children at a time
maximum.



KS2 wooden bridge

One direction of travel and
to keep moving.
3 children maximum on the
bridge.



KS2 log bridge

One direction of travel and to keep moving.

2 children maximum at any one time.

Children need to stand and hold the rope. The log is not for sitting on.

2 children maximum at any one time.





KS2 cross ropes

One direction of travel and to keep moving.

2 children maximum at any one time.



KS2 rope swing

One direction of travel and to keep moving.

2 children maximum at any one time.

Children should not run across and swing on the blue ropes.

The ropes should not be pushed or swung on their own. The ropes are only to give support whilst travelling.

KS2 balance beam

One direction of travel and keep moving without contact.

3 children maximum on the



KS2 climbing wall

One child on each section (3 sections) at a time using the inside sections. There should not be a child climbing on both sides at the same time.