



LUNCHTIME SUPERVISION AT THE GRONINGSE SCHOOLVERENIGING

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**Where it says parents, it means parent(s)/carer(s)*

1. Stichting Overblijven Groningse Schoolvereniging

- The Overblijven Foundation was established August 30, 1993, with the purpose of ensuring the smooth running of the paid lunchtime supervision system in the groups. Beginning with the 1995/1996 school year, the Foundation, upon approval at the membership meeting, is engaged in a paid remainder system for the TPO and IPS.
- The Overblijven Foundation aims to ensure that staying over during lunch at the Groninger Schoolvereniging is conducted respectfully, safely and in a good atmosphere.
- The Foundation handles the payment of allowances to the lunchtime supervisors and the collection of parental contributions.
- The statutes and by-laws are available for inspection at the management office.

2. Lunchtime supervision

All children of the GSV can use the lunchtime supervision ('overblijven') system. Lunchtime supervision is on Mondays, Tuesdays, Thursdays and Fridays. To sign your child up for lunchtime supervision, please indicate the number of days to the group teacher.

3. The lunch break

The lunch break lasts from noon to 1 p.m..

During that time the children eat for half an hour and the other half hour they play outside. In case of bad weather, the children stay in the classroom to play. The teacher is present for part of the break while eating. The children play outside under the supervision of the lunchtime supervisors.

Rain bell

In case of bad weather, the rain bell will ring. This is the same bell as the school bell, but it will ring twice in a row. The students will go back inside under the supervision of the lunchtime supervisors when they hear this bell. In the event that it stops raining, it will be decided in consultation with the teacher how long the students can continue to play outside. In consultation with the teacher, it may be decided to let the students play outside for a short time.

	12.00 – 12.30 eating	12.00 – 12.30 playing outside	12.30 13.00 eating	12.30 – 13.00 playing outside
Instroomgroepen	x	x	x	x
Groups 1 “Componist”	x	x	x	x
Groups 2 Tot aan de trap	x			x
Groups 3 Tot aan de trap		x	x	
Groups 4, 5, 6 Tot aan de trap		x	x	
Groups 6, 7 en 8	x			x

4. The lunchtime supervisors and coordinators

The lunchtime supervisors are volunteers who assist students in the afternoons. The lunchtime supervisors receive a volunteer allowance from the Overblijven Foundation. Agreements are made regarding the duties of the lunchtime supervisors.

In groups 1 and 2, one or two lunchtime supervisors are assigned to each eating group. For groups 3 through 5, one lunchtime supervisor is assigned to each eating group. Groups 7 and 8 go outside independently and are picked up by their teacher and brought to the classroom.

There is one coordinator who takes care of the smooth running of the daycare program and is also a permanent contact person for the lunchtime supervisors, teachers and parents of the TPO and IPS department and the Foundation Board. The coordinator holds a valid first aid diploma. In case of incidents, she is the point of contact. In addition, there are teachers who support her in this regard. Incidents are reported and listed in the incident book. The lunchtime supervision coordinator is Gizem Güngör and can be reached at (06) 54 65 69 67 or g.gungor@g-s-v.nl.

5. The lunchtime supervisor duties (brief)

In the classroom:

- Supervising the pupils during lunchtime.
- The lunchtime supervisor consults with the teacher and exchanges details about the children staying over.
- The lunchtime supervisors ensure that lunch is eaten and drinks are consumed.
- The lunchtime supervisors ensure that the classroom is left tidy, tables clean and floor swept.
- The pro-wise board is only used in extreme necessity (in case of very bad weather) and in consultation with the teacher.

In the schoolyard:

- Supervision of students.
- No phone use.
- Walking across the schoolyard.
- The lunchtime supervisors encourage social contact among students and participates in activities themselves.
- Ensuring the safety of the students.
- Immediately intervene in incidents and report them to the coordinator and teacher. All incidents are kept in a folder. In serious accidents, parents are called and we discuss follow-up steps.
- Addressing tone is tailored to the child.
- Addressing children about behavior.
- Coffee and tea in the schoolyard is only allowed in thermos cups.

6. The lunch group

In principle, children stay for lunch in their own group. However, it may happen that the composition of the lunch group changes for practical reasons. This is always done in consultation with the teacher(s) of the group.

7. Sign up and costs of staying over during lunch

Signing up for lunchtime supervision is done through the teacher. With the teacher you indicate how many days per week your child will stay over during lunch.

Costs

The contribution for staying over during lunch is per year:

- for 4 days €175,-
- for 3 days €131,25
- for 2 days €87,50
- for 1 day €43,75

Payment is done through an administration program. All parents will receive an email in January with a request to transfer the amount through an iDeal link. After two reminders and still not having paid, you must pick up your child from school during the lunch break from 12.00 to 13.00 and provide your own care.

8. Basis educational rules

- We treat each other well.
- We listen to the lunchtime supervisors.
- We are careful with belongings of others, the school and ourselves.
- We work according to the agreements made.
- We do not endanger others or ourselves.
- We keep to school and school yard rules.

9. KiVa

Since the 2019 – 2020 school year, we are working with the KiVa program. Lunchtime supervisors have the opportunity to take an introductory course.

The seven KiVa rules:

1. We want to be a group together because it's nice.
2. Angry, sad, happy: be considerate of me.
3. We all belong: me, him and also you.
4. We are all different, that's what makes us special.
5. We get along well with each other.
6. We help each other.
7. We stand up for each other.

10. Procedure in case of misconduct

As a foundation board, we think it would be good to make known to parents what we do in the event of misbehavior by students during the stay over. The lunchtime supervisors, in cooperation with the teachers, draw a unified line as much as possible.

In the Overblijven Foundation, we believe that we should solve behavioral problems together with the parents.

Step 1: Warning by the lunchtime supervisor and/or teacher.

In this case, a student may be sent inside or asked to sit in the hallway or he or she cannot go outside the next time during recess. This always results in a conversation with the student.

Step 2: Warning from the lunchtime supervision coordinator and/or chairman of the Overblijven Foundation.

If, after a warning from the teacher and/or lunchtime supervisor, a student still does not comply with the agreements, a conversation will follow with the lunchtime supervision coordinator. Based on the principle of restorative justice, we want to rectify the situation and find an appropriate solution. The student will be given a period of two weeks to show that he or she can keep to the agreements. In the event that a solution cannot be reached, the parents will be contacted.

Step 3: The lunchtime supervision coordinator contacts the parents.

It is made known to the parents that there are behavioral problems during childcare. An appointment is made with the parents to discuss the situation and a solution will be sought. The student will be given a five-week period to show that he or she can comply.

Step 4: Suspension from staying over.

If there is no improvement the parents will be contacted. The student will be suspended from staying over for a period of three weeks.

Criteria for moving into the above steps are:

- Repeated occurrence of running, frolicking and yelling in the school.
- Repeated occurrence of uttering cursing/scolding language and spitting in the school yard.
- Persistent bullying, taking away each other's belongings, following other students, etc.
- Persistent rough handling of clothing, bags, books etc.
- Repeatedly ignoring corrections from the lunchtime supervisors.

NOTE In the case of fighting, kicking, hitting and/or any form of physically hurting each other, a warning will follow immediately. The parents will be called and the student will be given a period of 5 weeks to show that he/she can comply.

NOTE In the case of (physical) violence, where another student is seriously injured, the student will be immediately suspended for a period of 3 weeks.

NOTE After repeatedly exceeding the criteria, individual steps will be discussed with the parents.

On behalf of the board of the GSV Overblijven Foundation

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