

Children's Circle Montessori School
Playground Safety and Outdoor Play Policy

Students will be provided with a safe outdoor environment to allow for creative and constructive play. Outdoor play in all types of weather and temperatures is very healthy and promotes the well-being derived from exercise. Children have access to a wide variety of materials and equipment to explore and enjoy.

Children's Circle Montessori School provides outdoor time in accordance to the Ministry of Education's Child Care and Early Years Act and Region of Peel's Peel Public Health requirements.

Playground Guidelines:

- Daily Inspections are completed prior to the students going outdoors.
- The playground is designed for Toddler and Casa students.
- The playground is divided in two areas: North Playground and South Playground.
- Toddler students will not be combined with the Casa students.
- Students will be supervised within the ratios required by the Child Care and Early Years Act's regulations, ratios will not be reduced.
- Staff will position themselves in areas that ensure that each student is visible at all times.
- Staff will not permit students to climb the fences/gates.
- Students are not permitted in the sheds, however, they are permitted to stand outside the sheds and help the staff members remove and store toys and activities.
- First Aid Kits and required medication will always be brought outside in the Emergency Bag.
- Allergy and Dietary Restrictions lists will always be brought outside in the Emergency Bag.
- Staff have access to drinking water available indoors, ratios will be maintained.
- New play space, fixed structures and surfaces created/constructed, installed or renovated will meet the requirements set out in the Canadian Standards Association standard (CAN/CSA-Z614-14) "Children's play spaces and equipment".

Playground Safety Log:

Note: Playground Accident Reports specific to the playground are recorded and kept separate from other accident reports. The Playground Accident Report and the Playground Accident Report Log will be found in the Serious Occurrences Policy.

The Playground Safety Log will store the following information:

- Daily Inspections will record general maintenance actions and concerns. Inspections will be completed prior to the child entering the area by the designated Supervisor or a designated staff member.

- Monthly Inspections will record any hazards or defects which need immediate attention or require a plan of action to resolve the problem within a specific timeframe. Inspections will be completed on the first Friday of every month by the designated Supervisor.
- Seasonal Inspections will record preparation plans for each upcoming season. Inspections will be completed before the beginning of each season, first Friday in August, first Friday in November, first Friday in February, first Friday in May by the designated Supervisor.
- Annual Inspections will record a comprehensive report on the playground. A plan of action will be created based on the findings. Inspections will be completed on the first Friday in August by the designated Supervisor.
- Upon the request of the Ministry of Education Program Advisor, a third-party annual inspection will be conducted by a Certified Playground Inspector. The designated Supervisor will ensure these visits are scheduled and executed.
- The Playground Maintenance Log records maintenance activities as well as installations, removals and repairs. Maintenance activities include but not limited to: clearing litter or debris, snow removal, de-icing, grass cutting, leaf blowing, shed cleaning, garden and landscaping maintenance. All new installations, renovations, repairs or replacements will be installed to meet CSA Standards.

The designated Supervisor is responsible logging all the above reports that belong in the Playground Safety Log.

There are situations which will prohibit children from outdoor play in the playground:

Inclement weather

- If the playground is not safe (i.e. slippery due to icy surface), children will go for a Neighbourhood Walk if the sidewalks have been cleared and are safe to use.
 - The staff-to-child ratio remains the same for a Neighbourhood Walk as it is in the classroom and playground.
 - No major streets (i.e. Bovaird Drive West) are crossed.
- If the grass portion of the playground is not safe (i.e. slippery due to muddy surface), yet the rubberized surface portion of the playground is safe, 1 classroom may play on the rubberized surface of the playground and the other classrooms will go for a Neighbourhood Walk. The classrooms will rotate use of the playground in this situation.
- If the temperature is -25 degrees Celsius or colder, including the Wind Chill Factor, children will remain indoors for Gross Motor Play.
 - If the temperature is between -20 to -24 degrees Celsius, including the Wind Chill Factor, the amount of time children will play outside will be reduced to 20 minutes.
- If it is raining, thundering, lightening, snowing, hailing, extreme winds and/or smog alerts, children will remain indoors for Gross Motor Play.
- If the temperature is 30 degrees Celsius, including the Humidity Index, children will remain indoors for Gross Motor Play.
 - If the temperature is between 25 to 29 degrees Celsius, including the Humidity Index, the amount of time children will play outside will be reduced to 20 minutes.

- If Environment Canada issues a Weather Alert due to extremely high or low temperatures, children will remain indoors for Gross Motor Play.

Parental/Guardian Consent

- If a parent/guardian has provided a note indicating that their child is not permitted to go outside for medical reasons, a child will remain indoors for Gross Motor Play. Please be mindful that if a child is well-enough to attend school, they should be well-enough to play outdoors, unless there are extenuating circumstances.
 - Written consent must be provided on a daily basis for a child to remain indoors. Consent Form is provided.
 - Children are permitted to remain indoors for a maximum of 2 days within a week.
 - A doctor's note is required if a child needs to remain indoors for longer than 2 days within a week.
 - It is the parents/guardians responsibility to ensure that a child has weather appropriate clothing to go outside.
 - Staff have the discretion to bring a child or children inside if it is no longer healthy or safe to remain outside (i.e. a child overheating).
 - Children will only be permitted to stay inside if staffing is available, ratios must be maintained at all times.

Please note that temperatures are sources from Environment Canada or related sources:

https://weather.gc.ca/city/pages/on-4_metric_e.html

Children's Circle Montessori School
Consent For A Child To Remain Indoors During Outdoor Play

Child's Name: _____ Date: _____

Please do not send my child outdoors today.

Reason: _____

I have provided a doctor's note: Yes No

Parent/Guardian's Name: _____

Parent/Guardian's Signature: _____

| For School Use Only | |
|---|--|
| Lead Staff Member's Signature: | |
| Designated Supervisor's Signature: | |

Children’s Circle Montessori School

Playground Daily Inspection

Daily Inspections record general maintenance actions and concerns. Inspections will be completed prior to the child entering the area by the designated Supervisor or designated staff member.

Check the entire area of the playground including the playground surface, shed, fence and gates:

- If there is no issue, place a “√” in the appropriate box.
- If there is an issue, place a “√” in the appropriate box once it is rectified.
- If there is an issue but it cannot be immediately rectified, place an “x” in the appropriate box, make notes in the comment box and report the issue to the designated Supervisor so that the issue can be addressed in a timely manner. The unsafe area will be blocked off from the students until it is safe.
- The last section only needs to be completed if outstanding issues need to be addressed.

| Week of: | Monday | Tuesday | Wednesday | Thursday | Friday |
|----------------------------|--------|---------|-----------|----------|--------|
| Litter or Debris | | | | | |
| Insect/ Animal Nests | | | | | |
| Pooling Water | | | | | |
| Sharp Edges or Protrusions | | | | | |
| Stings or Ropes | | | | | |
| Trip Hazards | | | | | |
| Damage Due to Vandalism | | | | | |
| Other Item: | | | | | |
| Comments: | | | | | |
| Inspector’s Initials: | | | | | |

Note: This report must still be completed if the playground is not used due to inclement weather.

Received by designated Supervisor on:

All Issues Addressed by (date):

Additional Comments:

Designated Supervisor’s Signature:

Children’s Circle Montessori School
Playground Monthly Inspection

Monthly Inspections record any hazards or defects which need immediate attention or require a plan of action to resolve the problem within a specific timeframe. Inspections will be completed on the first Friday of every month by the designated Supervisor or as close to that date as possible.

Check the entire area of the playground including the playground surface, equipment, shed, fence and gates:

- If there is no issue, place a “√” in the appropriate box.
- If there is an issue, place a “√” in the appropriate box once it is rectified.
- If there is an issue but it cannot be immediately rectified, place an “x” in the appropriate box, make notes in the comment box. The designated Supervisor is responsible for addressing the issue in a timely manner. The unsafe area will be blocked off from the students until it is safe.

| Month and Year: | Safe | Description of Problem |
|-----------------------------------|------|------------------------|
| Overall Playground Conditions | | |
| Building and Fixtures | | |
| Perimeter and Dividing Fence | | |
| Dividing Fence Gate and Exit Gate | | |
| Garden | | |
| Landscape | | |
| Shed | | |
| Other Item: | | |
| | | |
| Surface | | |
| Litter or Debris | | |
| Vandalism | | |
| Exposed Surface | | |
| Poor Drainage | | |
| Pooling Water | | |
| Object Stuck in Surface | | |
| Other Item: | | |
| | | |

| | | |
|---|--|--|
| Play Equipment Condition | | |
| Broken, Damaged, Loose Components including handrails, guardrails, stairs or ladder rungs | | |
| Damaged Welds or Fasteners | | |
| Worn, Missing, Broken Handles | | |
| Rust, Corrosion, Worn Paint | | |
| Missing Caps or Plugs | | |
| Sand Quantity in Sandbox | | |
| Sand Quality in Sandbox | | |
| Other Item: | | |
| | | |
| Play Equipment Hazards | | |
| Head or Neck Entrapments | | |
| Pinch or Crush Points | | |
| Sharp Edges or Protrusions | | |
| String or Clothing Entanglements | | |
| Other Item: | | |
| Comments: | | |

All Issues Addressed By (Date):

Designated Supervisor's Signature:

Children’s Circle Montessori School

Playground Annual Inspection

Annual Inspections record a comprehensive report on the playground. A plan of action will be created based on the findings. Inspections will be completed in September, the first month of the School Year.

| |
|--|
| Annual Comprehensive Written Report |
| Inspector’s name: |
| Inspection date and time: |
| Weather conditions at the time of inspection: |
| Analysis of age-appropriateness of the equipment and the overall site: |
| Protective surface type, the area, the impact shock-absorbing performance test results, depth, the compaction and hard-pan conditions, and adequate drainage: |
| Assessment of the critical fall heights based on equipment type and configuration: |
| Analysis of the entrapment areas, safety zones, and no-encroachment zones, and the condition of the retaining wall surrounding the zones: |
| Check in detail, all inspection categories, listed in Appendix B1.2, B2 and B3 of the CSA Standard document: |
| Record immediate safety concerns and hazards to assist with action plans, by identifying equipment that should be immediately removed/replaced, and conditions that must be immediately addressed: |
| Additional comments and/or recommendations regarding CSA compliance, and the potential retrofit and upgrades for further consideration: |
| Inspections Follow-up |
| Have all issues been addressed from the daily inspections this past year? |
| Have all issues been addressed from the monthly inspections this past year? |

Have all issues been addressed from the seasonal inspections this past year?

Action Plan

What is the plan of action based on the findings in the Annual Comprehensive Written Report?

All Issues Addressed By (Date): _____
Designated Supervisor's Signature: _____

| Third Party Annual Inspection (if necessary) | |
|--|--|
| Name of Inspector: | |
| Date of Inspection: | |