



Ball Hockey UK

Recommended Adult / Child Ratio Policy

Statement Of Intent

When working with groups of children and young people, staffing and supervision ratios can sometimes be difficult to judge. However, it is essential that there are sufficient adults to provide the appropriate level of supervision and that these adults are suitable to undertake the tasks required.

Supervision

Supervision levels will vary depending on the children's age, gender, behaviour and the abilities within the group.

They will also vary depending on:

- the nature and duration of activities;
- the competence and experience of staff involved;
- the requirements of location, accommodation or organisation;
- any special medical needs;
- any specialist equipment needed.

Risk Assessment

A risk assessment of the activities planned must be undertaken, taking into consideration the list above. This will help decision making about how many adults will be necessary and what skills and experience they require.

BHUK will ensure that any adults working with children have been subject to a suitability check and ensure those who have not been vetted, are being supervised at all times. Further to this, BHUK will ensure all adults who have contact with children, understand and agree to follow the safeguarding policy and procedures.

Staff and volunteers need to have:

- an understanding of their responsibility to keep children and young people safe
- clear procedures to follow if they have a concern about a child's wellbeing
- insurance for certain activities

- codes of practice which they understand and agree to follow.

Parents who attend activities with their children should not be used to supervise other children unless they have been recruited into the role, undergone the necessary checks and had the relevant child protection training.

Recommended Adult To Child Ratios

There is no specific guidance about supervision ratios for organisations that are not in the education or early years sectors. The NSPCC has put together some best practice guidance to help organisations such as BHUK determine how many adults are needed to supervise children safely.

The NSPCC recommend having at least two adults present when working with or supervising children and recommend the following adult to child ratios as the minimum numbers to help keep children safe:

- 0 - 2 years - one adult to three children
- 2 - 3 years - one adult to four children
- 4 - 8 years - one adult to six children
- 9 - 12 years - one adult to eight children
- 13 - 18 years - one adult to ten children

It is essential that there are at least two adults present, even with smaller groups and if young people are helping to supervise younger children, only people aged 18 or over should be included as adults, when calculating adult to child ratios.

Children With Additional Needs Or Disabilities

If there are children and young people who have special educational needs or disabilities (SEND) you may need more supervision than the minimum ratios above.

For each activity (game / training session) it is necessary to undertake a risk assessment to determine supervision ratios. The assessment should take into account behaviour, ability and mobility. As far as possible, include input from children, young people and their parents and carers, in risk assessments to ensure children's needs are met.

If the group has both boys and girls there should be at least one male and one female responsible adult supervising visits to the toilet.

First Aid Ratios

It is essential that at least one adult is trained in first aid and a medical risk assessment is held on file.

Travelling Ratios

Where possible, children will travel with their parent / carer. If this is not feasible the recommended adult to child ratio can vary depending on:

- size of the group
- age of the children, their behaviours and needs
- size of the vehicle that you are travelling in.

It is recommended that there is one adult driving and one adult supervising the children. Larger groups and vehicles will require more adults to ensure adequate supervision.

Monitoring & Review

We are committed to reviewing our policies and good practice every three years or sooner if there are any changes in legislation or government guidance or as a result of any other significant change or event.

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