

## **SUPERVISION POLICY**

### **PURPOSE:**

To outline the importance of the need for children's services to provide safe and secure environments for children that are supervised effectively and to ensure staff are aware of their responsibilities and expectations when supervising children at the centre.

### **IMPLEMENTATION:**

Children need safe, secure child care environments which are effectively supervised. Carers have a duty of care to ensure all areas accessible to children are safe, free from hazards, and there are sufficient carers to oversee the children's activities.

The following supervision strategies are used at Elder Street Early Childhood Centre across all ages groups.

**Active Supervision** – direct and constant monitoring by carers in close proximity to children for supervising activities that involve some risk, for example cooking experiences or play in or near water

**Positioning** – careful positioning of carers to allow them to observe the maximum area possible. By moving around the area carers can then ensure the best view possible, and that they are always facing the children

**Scanning** – regularly looking around the area to observe all the children in the vicinity is utilised when carers are supervising a large group of children.

**Listening** – keeping an ear out for children near and far will help to supervise areas that may not be in the carer's direct line of sight. This is particularly useful when listening out for sleeping babies through a monitor or when supervising areas where children may be playing in corners or behind or under play equipment.

**Observing** – the skill of observation is used throughout the entire day and this is a very useful tool when supervising children. Being able to anticipate what may happen next allows carers to assist children as difficulties arise and to intervene when there is potential danger to children.

**Balance of activities** – this helps to ensure that the risk is minimised and there are sufficient carers to attend to children's needs.

Other commitments to the ongoing supervision and awareness of safety at Elder Street Early Childhood Centre involve:

#### **1. Conducting Safety Checks**

The child care environment is inspected and monitored for hazards that could lead to poisoning or injury. We have a thorough safety

check system in place that allows staff to easily monitor report and remove hazards. We have an ongoing awareness of the safety of products and equipment in areas accessed by children and regular checks for spiders, vermin and foreign objects are carried out along with regular maintenance and pest spraying and daily cleaning of the centre.

**2. Monitor Children's Health**

Children with early signs of illness and atypical behaviour are closely monitored and appropriate action is carried out. Particular care is taken with children who may have known medical conditions. Staff are trained in first aid and CPR.

**3. Supervise Children's Departure**

In accordance with our Arrival and Departure Policy, strict supervision is implemented when children are departing from the centre with staff ensuring that all people leaving with children have authority to collect that child.

**4. Observe Play and Behaviour**

The observation of children's play and behaviour allows for staff to anticipate if any dangerous situation may arise, ensuring a balance of safety whilst still allowing for children to enjoy the freedom to attempt new experiences and play independently.

**5. Positioning of Equipment in the play environment**

When play environments are set up for children's use, close consideration is given to supervision and the ability for staff to monitor children's play. Staff will move equipment in the indoor or outdoor environment if they believe it creates a safety hazard

**6. Educating children about safe practices**

Staff often discuss the importance of safe practices with the children at an age appropriate level. For younger children staff will re-direct and offer role modelling of dangerous activity i.e, walking legs inside, feet on the floor please". Older children are involved in the set up of activities and often discuss with the staff the importance of safe play, safe sitting and walking etc.

**7. Staffing rosters and routines to enhance supervision**

The rosters are set so the number of staff to children ratio is at its maximum during times most needed. This practice allows for staff familiarity when dealing with supervision needs at different times of the day. Staff are aware of times during the routine when activities are high or low risk ie, outdoor play being highest risk and children's mean times/group times are deemed to be low risk. Other routine times such as meals, toileting and rest periods are supervised accordingly with ratio standards set down by the Children Services Regulation 2004 being adhered to at all times. At Elder Street Early Childhood Centre the number of staff rostered on at the centre each day, including office and kitchen staff, exceed the regulations ratio standards.

**Developed:** 1 June 2006 by M Duffy-Fagan

**Source:** Children's Services Regulation 2004

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