



The Anglican Parish of Wagga Wagga
ST LUKE'S & ST MARY'S RAINBOW PRESCHOOLS

Anglican Parish of Wagga Wagga Preschool Policy

Supervision

Date Reviewed: October 2017
Next Review Date: October 2019

Policy Statement

Children must be adequately supervised at all times that they are being educated and cared for both at the service and on excursions. Supervision can prevent and reduce accidents through early detection of potential hazards and an awareness of the children, and their activities. The education and care service must prioritise regular assessment of their supervision practices in order to increase educator's awareness of their duty of care and to continuously improve supervision procedures.

Goals

The education and care service maintain a safe and secure environment where children are free to explore and learn more about their world. The approved provider and educators are familiar with regulatory requirements and standards regarding supervision. The education and care service encourage educators to evaluate their supervisory practices and implement plans that increase their awareness of the layout, risk management and supervisory choices within the education and care environment.

Strategies Roles & Responsibilities

The Approved Provider will:

- Ensure that the premises are designed and maintained to facilitate supervision of children at all times while considering the need to maintain the rights and dignity of all children.
- Ensure that the age and supervision requirements for educators are maintained at all times. Any educators who are under eighteen years of age may work at the centre-based service, provided they do not work alone and are adequately supervised at all times by an educator who is over eighteen years of age.
- Notify the regulatory authority within 24 hours if a child appears to be missing, cannot be accounted for, appears to have been taken or removed from the premises, or has mistakenly been locked in or out of the education and care services premises.

The Nominated Supervisor will:

- Carefully plan rosters that ensure continuity of care and adequate supervision at all times when children are being cared for and educated in the service and on excursions.
- Ensure that a risk assessment is carried out before an authorisation is sought for an excursion. The risk assessment will consider and identify the number of adults required to ensure continuous adequate supervision throughout the excursion.

Educators will:

- Document supervision strategies for both the indoor and outdoor areas. This will assist educators to position themselves effectively for

	<p>supervising the children’s play. They will take into consideration the layout of the premises and grounds, any higher risk activities, the presence of any animals, the location of activities and the location of bathroom and nappy change facilities.</p> <ul style="list-style-type: none"> • Inform new and relief educators about supervision arrangements and what is required of them in relation to supervising children. • Regularly review the supervision strategies to evaluate the effectiveness of the plan and its implementation by educators. • Arrange the education and care environment to maximise the ability of educators to supervise all areas accessible to children. Particular focus will be on gates, the fence line and doors during arrival and departure times. • Be aware of the importance of communicating with each other about their location within the environment. • Ensure that correct child: educator ratios are maintained throughout the education and care environment. All children will be in sight or hearing of educators at all times. • Supervise children during rest periods. Children will be positioned and supervised according to the Safe Sleep & Rest Times policy. • Ensure that hazardous equipment, machinery, and chemicals are inaccessible to children. • Ensure that supervision arrangements are respectful and that interactions with children are meaningful. Educators will encourage children’s independence while respecting individual abilities and needs. • Scan the environment while interacting with individuals or small groups. Educators will position themselves to maximise their view of the environment and the children’s play. • Implement consistent supervision strategies and not perform other duties while responsible for the supervision of children. <p>Children’s safety will be the priority of all educators when supervising children.</p>
<p>Links to:</p>	<ul style="list-style-type: none"> • Education and Care Services National Regulations: 87, 100-102, 115, 120, 166, 168, 176 • National Quality Standards/Elements: 2.2.1, 2.2.2, 2.2.3, 3.1.3, 4.1, 4.1.1, 5.1.2
<p>Statutory Legislation & Considerations</p>	<ul style="list-style-type: none"> • Children (Education and Care Services National Law Application) Act 2010 • Education and Care Services National Regulations • Guide to the National Quality Standard (3) ACECQA (2017) • Building Code of Australia re building requirements for new buildings/visibility of children’s bathrooms
<p>Sources</p>	<ul style="list-style-type: none"> • Guide to the Education and Care Services National Law and the Education and Care Services National Regulations 2011 • ECA Code of Ethics (2016) Early Childhood Australia – www.earlychildhoodaustralia.org.au • Health and Safety in Children’s Centres: Model Policies and Practices (2nd ed.) – www.community.nsw.gov.au/docswr/_assets/main/documents/childcare_model_policies.pdf

Monitoring, Evaluation & Review	<p>This policy will be monitored to ensure compliance with legislative requirements and unless deemed necessary through the identification of practice gaps, the service will review this Policy every two years.</p> <p>Families and staff are essential stakeholders in the policy review process and will be given opportunity and encouragement to be actively involved.</p> <p>In accordance with R. 172 of the Education and Care Services National Regulations, the service will ensure that families of children enrolled at the service are notified at least 14 days before making any change to a policy or procedure that may have significant impact on the provision of education and care to any child enrolled at the service; a family's ability to utilise the service; the fees charged or the way in which fees are collected.</p>
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