



Supervision Policy

- Children will be in sight of adults at all times
- Teachers will use good scanning techniques
- Teachers will use Hazard Identification procedures to check environment for any unsafe play equipment or areas
- Staff will take extra care supervising areas where visibility of children can be poor
- Staff are not counted in ratio when on breaks, lunch and non-contact time
- Centre qualifications will be on display
- Staff photo identification will be on display
- When Person Responsible is absent, their role is taken over by 2nd Person Responsible. Person responsible must hold an ECE qualification.
- When staff are engaged with one child/small group another floating teacher will be responsible for the wider area
- Teachers will position themselves evenly throughout environment for optimal supervision of children
- Ratios child:teacher:
Over twos – 10 children:1 teacher
Under twos – 5 children: 1 teacher
Maximum of 30 children at any one time
- Staff holidays, sick leave etc. will be covered with relievers in such a way as to ensure that a fully trained person remains on the floor at all times. All staff leave must have a leave form filled out and given to management for approval.