



Supervision of Children

March 2024

At YMCA Childcare we have suitable staffing arrangements to meet the needs of all children and ensure their safety. The Childcare Manager and Deputy Childcare Manager is responsible for all staff, students and relief staff receiving information on health and safety policies and procedures in the setting in order to ensure they are adequately supervising the children, including when they are eating.

Supervision

We ensure that children are supervised adequately at all times, whether children are in or out of the building, including eating through:

- Appropriately deploying staff members meeting the ratio and qualification requirements to ensure children's needs are met and continuing to monitor this across the setting regularly. This includes informing parents and/or carers about staff deployment, and, when relevant and practical involving them into decisions.
- Making sure that every child is always within the sight and/or hearing of a suitably vetted member of staff.
- Completing registers as soon as children enter and leave the premises and carrying out headcounts regularly throughout the day.
- To ensure outside garden doors remain open, and a staff member thoroughly checks the garden, while a verbal headcount is undertaken.
- Risk assessing activities/experiences and equipment to ensure children are not exposed to unnecessary risks, including removal of any choking hazards and fully supervising any activities that may pose this risk
- Ensuring children are always supervised when using water play/paddling pools as we are aware that children can drown in only a few centimetres of water
- Taking special care when children are using large apparatus e.g. a climbing frame, and when walking up or down steps/stairs
- Staff will support children to identify, minimise and manage risks in their play
- Making sure staff recognise and are aware of any dangers relating to bushes, shrubs and plants when on visits/outdoors
- Supervising children at all times when eating; monitoring toddlers and babies closely and never leaving babies alone with a bottle. Babies are always bottle fed by a member of staff.
- Supervising sleeping babies/children and never leaving them unattended
- Never leaving babies/children unattended during nappy changes and ensure staff keep one hand on the baby/child at all times.





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- Supervising children carefully when using scissors or tools, including using knives in cooking activities where this is required
- Increasing staff: child ratios during outings to ensure supervision and safety (please refer to Outings policy)
- Strictly following any safety guidelines given by other organisations or companies relating to the hire of equipment or services e.g. hire of a bouncy castle and a member of staff **MUST** supervise the children at all times.

This policy was reviewed on:	Reviewed by:	Date for next review:
26.02.2024	K. Streater	26.02.2025
Signed on behalf of YMCA Trinity Group:	A.Spence	

