

Hillside Pre-School and Early Learning Group Policies and Procedures

Supervision policy

The Early Years Foundation Stage 2017 states that:

Providers must put into place appropriate arrangements for the supervision of staff who have contact with children and families. Effective supervision provides support, coaching and training for the practitioner and promotes the interest of children. Supervision should foster a culture of mutual support, teamwork and continuous improvement which encourages the confidential discussion of sensitive issues. (EYFS 3.21)

Supervision should provide opportunities for staff to: discuss any issues, identify solutions to address issues as they arrive and receive coaching to improve their personal effectiveness.(EYFS 3.22)

Hillside Pre-school recognise that staff supervision is integral to the effective delivery of services and this must be a priority task within the setting. All staff will receive regular formal supervision from supervisors who have received the appropriate training. All staff have a responsibility to participate in supervision and attend formal sessions.

Hillside Pre-school recognise supervision as an important part of the service provided, all staff will know who their supervisor is and when additional supervisors are added the correct training opportunities are offered.

Supervision meetings will take place every 6-8 weeks in a confidential area set aside for the meetings. Meetings will support staff in their work and give the supervisor time to praise or work positively to improve practice.

Staff will take responsibility for attending meetings and arranging other dates in the event of a cancellation.

The supervision agreement

Each member of staff will sign a supervision agreement and have the opportunity to contribute to the format and style of the supervision meeting.

- The supervision agreement is a working tool and as such should be reviewed yearly.
- Each member of staff will be given the opportunity to give feedback on the supervision process.