Fledglings Day Nursery

# Staff Supervision Policy

Date Reviewed: August 2023

Review Due: August 2024

Reviewed by: Miss A West

## 1 Introduction

One of the key changes to the welfare requirements of the revised EYFS (Sept 2014) is the new requirement of staff supervision. It states that *“providers must give staff opportunities for coaching and training, mutual support, teamwork, continuous improvement and confidential discussion of sensitive issues”.*

**2 Aims and objectives**

The aim of this policy is to clarify the entitlement of all staff to appropriate support and training from our school/setting and to foster a culture of mutual support, teamwork and continuous improvement toward excellence.

The objective of this policy is to ensure that all staff understand their entitlement and responsibility and that appropriate arrangements are in place for the supervision of staff who have contact with children and their families.

**3 Staff supervision**

High quality staff supervision will ensure that staff are supported to develop the necessary skills to foster children’s learning and development in ways which maximise their potential across all the seven areas of learning and development of the EYFS.

**3.1** We will ensure that through an effective system of supervision staff will all have opportunities to:

* discuss any issues, particularly concerning children’s development or well-being;
* identify solutions to address issues as they arise;
* receive coaching to improve their personal effectiveness;
* attend regular staff appraisals;
* identify any training needs;
* secure opportunities for continued staff development.

**3.2** This policy affirms staff entitlement to training and support. In our school/setting this will be delivered through both on-site and off-site support and training, starting with staff induction training when they begin work at the school/setting.

**3.3** We will provide part-time and full-time staff with equivalent levels of training.

**3.4** We will encourage and support all staff to improve their qualifications and gain an appropriate level 3 (or above) qualification.

**3.5** We will allow limited time off with pay (by negotiation) for staff to pursue childcare/related qualifications subject to them agreeing to paying this back if they leave within one year of completing this.

**3.6** Staff will have a supervision session every term. In this session support and training needs will be agreed. The school/setting will provide or support the provision of this training.

**3.7** Staff can approach management between these sessions if issues arise that need to be addressed/supported as a matter of urgency.

**3.8** Staff supervision will be supported by regular appraisals of their work and the setting of development targets.

## 4 Monitoring and review

This policy was agreed and implemented in August 2023 and is due for review in August 2024.

There will be ongoing monitoring of this policy as some aspects may require amending/updating before the review date should there be any incidents which take place relating to it that give cause for concern.

**Name: Miss A West**

**Signed: A West**

**Date: August 2023**