

NESD Head Start POLICIES AND PROCEDURES
Active Child Supervision

SUBJECT: Supervision

PERFORMANCE OBJECTIVE: Children are supervised at all times.

OPERATIONAL PROCEDURE

1. No child will be left alone or unsupervised under any circumstances.
2. Children will be supervised at all times, including when on the playground, in the bathroom, transitions, classrooms, fieldtrips, hallways, daily routines, when sleeping, on the bus, and at group socializations.
3. Staff will use active supervision strategies:
 - a. Setting up the environment
 - b. Scan and count
 - c. Anticipate children's behavior
 - d. Position staff
 - e. Listen
 - f. Engage and redirect
4. Monitor daily attendance
5. Child to staff ratios are maintained

	Relates to CFR#: 1302.90 1302.47	Page #1 of 2
Policy Council Approval Date: March 2023	Governing Board Approval Date: March 2023	Attachment: NESD Head Start – Child Supervision Plan – POST in each classroom



Active Supervision

NESD Head Start – Child Supervision Plan

- Use Active Supervision Strategies.



Set Up the Environment



Position Staff



Scan and Count



Listen



Anticipate Children's Behavior



Engage and Redirect



- Prioritize children's safety by providing continuous supervision. Focused attention and intentional observation of children at all times.
- Everyone shares responsibility for keeping children safe.
- No child will be left alone or unsupervised while under our care: including when on playground, in the bathroom, during transitions, in classrooms, on field trip, in hallways, during daily routines, when sleeping, on the bus, and at group socializations.
- Child-to staff ratios are maintained.
- Alarms on doors as needed.
- Provide and require on-going supervision training with staff.
- Monitor attendance number for the day in a spot that is easily seen by all staff when transitioning. (Keep it current when children leave or come late) Staff do a head count out loud, accounting for all children before and after every transition.
- Communicate with all classroom staff when leaving the classroom or playground.
- Adults escort children in and out of the centers.
- Authorizations for pickup and drop off are kept current.
- Specialists/therapists communicate with classroom staff when taking a child out of the classroom and bringing them back into the classroom.
- Outdoor supervision: the teacher oversees the transitions in and out of the building.
- On the Bus: use alarm safety system when exiting, bus driver/teacher communicate.