

# Keeping Children Safe | Successful Supervision

The highest priority for a teacher of young children is to keep them safe. This can only be done through effective and consistent supervision. It seems like a simple enough concept, but there is nothing simple about nailing Jello™ to trees and herding cats! First things first...what is “supervision”?

Supervising children means that the assigned caregiver is accountable for each child’s care. This includes responsibility for the ongoing activity of each child, appropriate visual and/or auditory awareness, physical proximity, and knowledge of activity requirements and each child’s needs. The caregiver must intervene when necessary to ensure children’s safety. In deciding how closely to supervise children, the caregiver must take into account:

- (1) Ages of the children;
- (2) Individual differences and abilities;
- (3) Indoor and outdoor layout of the child-care center; and
- (4) Neighborhood circumstances, hazards, and risks.

• *Supervision is basic to the prevention of harm. Parents have an understanding that caregivers will supervise their children in their absence. Adults who are attentive and who understand young children’s behaviors are in the best position to safeguard their well-being.*

• *Child-care centers can also establish an understanding with parents regarding who (when the parent and when the center) is responsible for the child while the parent and the child are both on the premises. These understandings could be laid out in the enrollment agreement.*

## WHAT WE KNOW VS. WHAT WE DO

1. What things can distract caregivers from providing supervision for young children as described above?
2. What modifications can be made to minimize these distractions?
3. What is your role in making sure children are properly supervised and kept safe?

Distraction:	Remedy:	Teacher’s Role	Leader’s Role:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**ACTION PLAN**

**TEACHERS:**

List three adjustments/modifications that you can make right away that will you to more effectively supervise the children in your care.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**LEADERS:**

List three adjustments/modifications that you can make right away that will enable your teachers to more effectively supervise the children in their care.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**CLASSROOM DAILY TRANSITION RECORD ABSOLUTES**

- 1. Each child's first and last name is to be written on log with time of arrival and departure accurately noted.
- 2. Name to face head counts are to be completed and recorded every 30 minutes and during transitions to and from the classroom. If more than one teacher is in the classroom, both teachers should complete this count and sign.
- 3. Restrooms are to be physically inspected during transitions.
- 4. A minimum of two people must physically walk and inspect vans/buses after children exit and sign transition documents confirming that vehicle is clear of children.
- 5. Recording false information is a violation of company policy and subject to disciplinary action, but more importantly, it compromises the safety and security of children in your care. If you have questions about how to use this document, please ask a supervisor for clarification. A supervisor will audit your sheet every 60-90 minutes to ensure accuracy and completion.