

Exploring the Puddle

Early Learning Centre

Policy 25.0

Care and Supervision

Staff are required to take the following measures to ensure ample safety and care for each child.

Procedure:

1. After children are signed in appropriately by families, staff are required to conduct regular head counts of the children throughout the day
2. In addition to head counts, during transitions the staff must continue to retain close visual supervision by not allowing the children to run ahead of the group and ensure that all children are in the same area.
3. Staff are required to position themselves accordingly in each space to ensure all children can be seen (staff will never have their backs to children)
4. Staff are required to document any information regarding child absences in the communication log to ensure programs are aware.
5. Staff will sit with children during meal times to model appropriate eating habits

Last Updated: June 2013