

WOODLANDS PRIMARY SCHOOL, HEDGEHOGS NURSERY & SUNBEAMS CLUB



Supervision Policy



Updated: July 2025
Review Date: July 2026

In line with the EYFS (2024) statutory framework, paragraphs 3.27–3.28, Woodlands Primary School, Hedgehogs Nursery and Sunbeams Club (the school), commit to frequent one-to-one supervision for all nursery staff working with children and families. Supervision supports practitioner wellbeing, professional development, safeguarding and quality of care.

Purpose of Supervision

Supervision is a protected space for:

- Discussing children's development, wellbeing, or safeguarding concerns
- Reflecting on day-to-day practice and emotional challenges
- Coaching to enhance professional effectiveness
- Planning future actions, training, and support

Frequency & Format

Each member of staff will receive a half termly individual supervision session.

Additional ad-hoc supervision is provided when urgent issues arise.

Meetings are held in a confidential, calm environment during working hours.

Roles and Responsibilities

The EYFS Lead conducts supervision, provide support, and ensure records are kept.

Staff prepare by reflecting on their recent work, sharing concerns, and identifying their own needs.

Nursery Room Leaders and the Deputy Room Leader will provide ongoing additional or ad-hoc supervision to the staff in their teams when needed.

Content of Supervision

Sessions include discussion about:

- Specific children's progress or concerns
- Emotional wellbeing and reflecting on challenging experiences
- Professional practice and any arising issues
- Solutions, coaching guidance, identifying training needs

Recording & Agreements

Supervision notes are recorded promptly and securely.

Action points and timescales are agreed, and review dates set.

Both supervisor and staff member review and sign off.

Culture & Confidentiality

School fosters a culture of mutual support and continuous improvement.

Mandatory reflection on safeguarding - any concerns must be addressed and recorded.

Confidentiality is maintained, but safeguarding issues will be escalated appropriately.