

Supervision and Reasonable Precautions Educators

NQS Element 2.2.1 Supervision

Name Educator 1	
Name Educator 2	
Name Educator 3	
Name Educator 4	
Name Educator 5	

E = **Embedded** I do that **ALL** the time

K = I **know** I need to do that, but I don't do it all the time

T = Please **teach** me how to do it or improve my understanding of why I need to do it.

ED1 ED2 ED3 ED4 ED5

Supervision Practices

	ED1	ED2	ED3	ED4	ED5
Do you always supervise children when working with them including during sleep, rest, meals, transitions and higher risk activities eg water play, cooking, woodwork?					
Do you always adjust your level of supervision to reflect the ages, number of children, activity, location, experience level of team members etc?					
Can you always see and hear sleeping/resting children?					
Do you make sure children only leave the service with their parent, authorised nominee, on an authorised excursion, or during a medical or other emergency?					
Do you talk with other staff to ensure children are always supervised (eg let them know where children are or that you're moving locations) and share supervision arrangements with relief staff?					
Do you closely supervise all visitors, students and volunteers at all times children are present?					
Do you arrange equipment, furniture and activities in ways that assist your supervision practices?					

Reasonable Precautions

Do you involve children in setting safety rules where possible and teach them how to safely use equipment and resources?					
Do you always follow the service Sun Protection Policy and discuss sun safety with children?					
Do you understand and always follow the requirements for risk assessments and authorisations when planning excursions?					
Do you always proactively manage risks in the environment eg remove or cordon off identified risks, follow service maintenance procedures?					
Do you ensure hazardous products like medications, detergents, cleaning products, garden chemicals, and electrical equipment can never be accessed by children?					
Are you aware of and do you always implement risk minimisation plans for children with a specific health care need, allergy or medical condition?					
Do you ensure you're never impaired by alcohol or legal/illegal drugs at the service and never use tobacco, drugs or alcohol at work?					
Do you always consume hot food and drinks away from children?					

Actions required

