

Supervision of Children Policy

1. All Halliwell Staff who come into contact with children and young people (C&YP) have a responsibility to safeguard and promote their welfare and should know what to do if they have concerns about a child and or young person. To fulfil these responsibilities, all staff should have access to appropriate safeguarding training, learning opportunities, and support (supervision) to facilitate their understanding of the clinical aspects of child welfare and information sharing.
2. Safeguarding children is widely acknowledged as 'Everyone's Responsibility'. This Supervision of Children Policy outlines individual responsibilities in accordance with legislation, guidance and standards for Safeguarding Children and is applicable to all Halliwell School staff.
3. Morning and evening handovers take place between school and house staff where home staff available to provide additional support in school if required are nominated and vice versa.
4. Pupils do not go into school when off base line. If assistance is required, school staff should phone the house for assistance.
5. School will be notified each morning if no staff are available.
6. This policy should be read in conjunction with:
 - The school's Absconding policy
 - The children's home Absconding policy

No child should be left unsupervised by a teaching staff member at any time while in a Halliwell School.

Purpose

Supervision of Children is an indispensable tool for:

- Ensuring education is delivered competently and effectively to children.
- Improved decision making in /Safeguarding/Child Protection work.
- Effective interagency work based on establishing clear channels of communication and the development of collaborative working within Halliwell Schools and between other agencies.

Definitions

This is not an exhaustive list but should help the reader with some of the common terms and words used in relation to be safeguarding children and young people.

- **A child** is anyone who has not yet reached their 18th birthday (Children's Act 1989 and 2004). The fact that a child has reached 16 years of age is living independently or is in further education, is a member of the armed forces is in hospital, prison or a young offender's institution does not change his or her status or entitlement to services or protection under the Children Act 1989. Young people who are in this category as well as younger adolescents often fall through the net of services, not seen as an adult but no longer a child; they are often very vulnerable. Whilst 'unborn children' are not included in the legal definition of children, intervention to ensure their future well-being is encompassed within safeguarding children practice Working Together to Safeguard Children (July 2018).
- **Child Protection:** Child protection is a part of safeguarding and promoting welfare. This refers to the activity that is undertaken to protect specific children who are suffering or are likely to suffer significant harm as a result of maltreatment or neglect.

Duties and Responsibilities

All staff have a duty to make arrangements to safeguard and promote the welfare of children and young people, and to co-operate with other agencies to protect individual children and young people from harm.

This duty means that Halliwell Staff must ensure that they discharge their functions with regard to the need to safeguard and promote the welfare of children and young people.

It is the Head of Education's responsibility to ensure all staff – existing and new - are aware of the procedural arrangements for Safeguarding Children

All Halliwell staff are to:

- familiarise themselves with the Supervising Children Policy and be aware of the materials available to support their work with the children.
- understand their responsibilities in relation to Safeguarding Children;
- identify development and training needs through the Performance Review process in line with the Halliwell Performance Management and access appropriate training.

No child should be left unsupervised by a teaching staff member at any time while in a Halliwell School.

The purpose of Supervision of Children is to enable staff to have the appropriate knowledge, skills and competencies to intervene or act where there are concerns about a child/young person. This may require the member of staff to review their current practice and make changes accordingly.

Supervision will reflect a 'child-centred' approach, promote equality and respect diversity in relation to race, gender, age, sexual orientation, class, cultural and religious beliefs and disability.

Documents

Monitoring and auditing may be undertaken on a variety of levels:

- audit process and through Incident Report reporting and as required, root cause analysis.
- the 'Self Evaluation Form' and 'Regulatory Compliance Checklists'..
- learning walks.

The requirements of the policy will be subject to an annual audit to ensure evidence of good safeguarding of Supervision of Children is both easily accessible to appropriate staff and is accessed. Line management records should be made available for this purpose.

Policy review

This policy document will be reviewed by the Education Director on an annual basis to ensure it is up to date with current legislation and best practice.

Date approved: April 2014

Date last reviewed: September 2026

Next review (or before): September 2027

Signed: 

Position: Education Director

Staff Acknowledgement

In signing this document I am confirming I have read the information and have an understanding of the procedures outlined within the information provided.

I have had the opportunity to discuss this document with a Senior Leadership member of staff to gain further clarity.

I also know that if I feel I need further guidance I know I can access through the Head of Education.

School name:

Staff member name:

Position:

Date:

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Staff member name:

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