

Bassett House School

14c – EYFS Supervision Arrangements

Revised September 2025



Executive Summary

The welfare and safety of children in the Early Years Foundation Stage (EYFS) is paramount. The school complies with the Early Years Foundation Stage Statutory Framework and the Independent School Standards Regulations (ISSR 14c), which require that suitable supervision arrangements are in place for all pupils in the EYFS.

Supervision is understood to mean the arrangements by which staff maintain oversight of children's care, safety, and learning, whether indoors, outdoors, or on outings. Effective supervision enables children to explore and develop with confidence while ensuring that risks are minimised and safeguarding duties are fully met.

This policy sets out how the school ensures that children are appropriately supervised at all times.

Staffing Ratios:

- The school meets or exceeds the statutory staff:child ratios for all age groups:
 - **Two-year-olds:** 1 adult to 4 children
 - **Three- and four-year-olds in nursery provision:** 1 adult to 8 children (or 1:13 if led by a teacher)
 - **Reception class:** classes are led by a qualified teacher, with additional support staff provided where necessary
- Ratios are reviewed at the start of each academic year and monitored daily by the Head of Nursery.
- Staffing is organised to ensure continuity of care and strong relationships between children and familiar adults.

Indoor Supervision

Children are always within sight or hearing of a member of staff. Staff position themselves so that all areas of the classroom are visible and accessible. Registers are taken at the start of every session and headcounts are carried out at regular intervals. Children are never left unsupervised in classrooms, corridors, or other areas of the school.

Outdoor Supervision

The outdoor learning environment is always supervised by a sufficient number of staff to ensure children's safety. Staff position themselves strategically to maintain clear lines of sight across the outdoor area. Risk assessments identify any blind spots and control measures are put in place. When moving between indoor and outdoor spaces, staff carry out headcounts before, during, and after transitions.



Toileting and Intimate Care

Children are supported in developing independence while remaining safe. Staff follow the school's Intimate Care Policy, ensuring dignity, respect, and safeguarding. Where children use toilet facilities independently, staff remain within hearing distance and check on children as needed. Where assistance is required, this is provided by a designated member of staff who records the support given.

Arrivals and Departures

Children are handed directly to a responsible adult at drop-off and collection. A secure registration system records attendance, absences, and handovers. No child is released to an adult who is not authorised in advance by parents or carers.

Trips and Outings

Each trip or outing is subject to a written risk assessment approved by the Head of Nursery, Deputy Head – Pastoral and Head. Supervision ratios are enhanced according to the activity, environment, and needs of the children. Children wear identifiable clothing or lanyards, and staff carry first-aid kits and contact details. Headcounts are taken at regular intervals, including on departure, arrival, and throughout the visit.

Accountability and Monitoring

The Head of Nursery has overall responsibility for ensuring supervision arrangements are effective, consistent, and compliant with statutory guidance. All EYFS staff receive induction and ongoing training in supervision, safeguarding, and risk assessment. Daily routines such as arrival, play, meals, toileting, and transition between areas are monitored to ensure procedures are followed.

Supervision arrangements are reviewed termly as part of the school's annual safeguarding audit and reported to the Head and Governors.

Conclusion

By implementing these supervision arrangements, the school provides a safe and secure environment where children in the EYFS can thrive. The systems in place ensure compliance with ISSR 14(c) while also reflecting the school's commitment to high-quality care and education.

Review

Policy reviewed	September 2025
Policy agreed and adopted by governors	September 2025
Next policy review	August 2026