

CONTINUOUS CARE & SUPERVISION POLICY

As required by BC Child Care Licensing Regulations, Section 39, Park Place Daycare ensures children are supervised at all times by teams consisting of ECEs (supported by an assistant or a responsible adult as per requirements).

PROCEDURE

To ensure the highest level of supervision, care, prevention, and a safe environment, Park Place Daycare educators implement the following:

- All children are marked arrived/departed in the daily attendance sheet (noting time, illnesses, vacation, absent, etc.)
 - School age children: are marked in/out on the daily attendance sheet (noting time)
- Attendance clip boards are kept with the group at all times
- At the beginning of a shift (including returning from breaks/lunch) educators confirm numbers verbally with the supervising staff on duty (cross checking with attendance sheet numbers).
- When children move to another room for a period of time, both attendance sheets are updated accordingly
- Headcounts are performed regularly throughout the day to ensure maximum safety/supervision: during transitions (i.e. playroom to playground, roll call practice)
- The staff team anticipates supervision needs and moves accordingly
- The staff team ensures no part of the room is blocked from supervision (ex. Tents)
- The staff team ensure they are spread out for maximum supervision of all areas at all times
- Two educators are present with groups if a third educator is assisting a child with toileting or on their break during nap time.
 - Educators ensure at least 4 children (4-8 depending on the ratio) are asleep before commencing break rotation
 - Educators ensure 2 staff are always present in the room during nap time (often a 3rd staff is assisting children in the washroom)

Outdoor Specific

During outdoor play educators will ensure:

- Educator to child ratio's will be maintained
- They are spread out for maximum supervision of all areas and prevention
- A high level of communication if they are moving to different areas or assisting children needing toileting, etc.
- The first aid kit, cell phone, and necessary medication (i.e. Epi Pen) will be brought outside
- Children will be in site at all times
- Proper clothing (i.e. muddy buddies, t-shirts, etc.)
- Children's skills are fostered, scaffold, and supported appropriately (i.e. during climbing if a child can't climb on their own an educator will not physically help them climb but encourage and be in close proximity for child to feel supported to reach their full potential/comfort zone)
- Children are not to be in the middle garden unsupervised
- Children enjoy climbers with resilient material ground surface as well as neighbourhood parks (ex: Bridgeman park)

Note: Specific supervision considerations, ensuring safety for specific children, will be developed and discussed with the centre supervisor/designate when applicable.

BC Child Care Licensing Regulations, section 39:

http://www.bclaws.ca/Recon/document/ID/freeside/332_2007#section39

Continuous supervision required

- 39** (1) A licensee must ensure that children are supervised at all times by a person who is an educator, an assistant or a responsible adult.
- (2) A licensee must ensure that a second adult is immediately available to supervise children in case the person responsible for supervising children needs a replacement because of urgent and unforeseen circumstances.