

Supervision Skills and Techniques

Being aware of what is happening in the classroom and on the play yard requires knowledge and practice. The teaching staff at E.L. Cord Foundation Child Care Center incorporate developmentally appropriate guidance and supervision into daily operations:

- **Scanning** involves regularly glancing around the classroom and play yard to see what is happening with all the children and what they are doing.
- **Positioning** allows teachers to see all children. This means that the teachers do not clump together in one spot with their backs to the children. Together, teaching staff supervise children by positioning themselves to see and hear classroom and play yard activity at all times.
- **Listening** is used to enhance positioning and scanning techniques. When we listen to children at play, we are able to identify what is happening by the variety of sounds made. We can hear if everything is okay or if something is wrong.
- **Awareness** requires that teachers know the children in their care. Knowing includes understanding the child's range of skills, interests, ability to interact with others, and their current developmental skills. This allows a teacher to identify the past and present in an effort to inform the future. The ability to know what has happened, what is happening, and what is likely to happen guides our decision making.



Eco-Healthy
Child Care®

Guiding Principles

RELATIONSHIPS foster belonging and encourage individual worth.

CURRICULUM supports individual and group goals.

TEACHING supports exploration and personal development.

ASSESSMENT is informed, systematic and advances development.

HEALTH PRACTICES promote safety.

TEACHERS are qualified and dedicated.

FAMILIES are involved and respected.

COMMUNITY RELATIONSHIPS support our goals.

PHYSICAL ENVIRONMENT is safe, well maintained, educational and fun.

LEADERSHIP AND MANAGEMENT blends teamwork and expertise to build high-quality programming.

Mission Statement

Through a quality program, the TMCC E.L. Cord Foundation Child Care Center will provide care and education based on best practice.

Child Care Center Website

Check out our website for additional information at childcare.tmcc.edu.

E.L. Cord Foundation Child Care Center is accredited by the National Accreditation Commission.



E.L. Cord Foundation Child Care Center Supervision Policy & Procedure



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TMCC is an EEO/AA institution. For more information, visit eoo.tmcc.edu. | July 1, 2019

We believe that in order for children to learn and grow they need a safe environment. Supervision is the key to keeping children safe, thereby supporting learning and building strong relationships.



General Practices

- Teaching staff are positioned so they can hear and see sleeping children.
- At least two teachers are available at all times.
- Children who awake early or do not sleep are supervised and provided quiet activities.
- All employees are trained in Supervision policies and procedures.
- Children will not be left alone with employees who have not completed an FBI background clearance and the Center's orientation and training.
- Field Experience, practicum students, volunteers and other visitors are never counted in the ratio or left alone with children.

Infant and Toddler Children

Teaching staff will supervise infants and toddlers by sight and sound at all times.

- During meal times, in the infant room, one teacher will supervise the children who are not eating while another teacher prepares and serves food from the kitchenette.
- Children will not be left alone in the bathroom. Teachers stay with children to monitor safe and healthy toileting practices.

Sleeping Children

INFANTS

- Staff receive SIDS training.
- Infants wear sleep sacks during naptime.
- Children are placed on their back in the crib. The sides of the crib are raised, locked and checked to ensure the locked position.
- Napping children are quietly checked every 5 minutes. The timer is reset for sleeping children.
- Bottles are not given to children in the crib.
- TV screens are used to monitor sleeping children.

INFANT & TODDLER

- Infant and Toddler nap times are recorded for parent information.

Preschool Children

Teaching Staff supervises children primarily by sight and sound.

- Teachers are aware of each child's whereabouts.
- Teachers scan the areas when children are present.
- Teachers walk around while keeping safety in mind at all times.
- Children are taught to ask a teacher to go to the restroom.
- Teachers position themselves at the play yard door to hear and quickly see children while they use the restroom or take a drink of water.
- Doors, toilets, and classroom areas are monitored.

Supervision of all children is guided by the policies and procedures, here in.