

Leadership and Management

Effective Supervision



‘Effective supervision provides support, coaching and training for the practitioner and promotes the interests of children. Supervision should foster a culture of mutual support, teamwork, and continuous improvement, which encourages the confidential discussion of sensitive issues.’

Statutory Framework for the early year’s foundation stage.

TASK 1

Supervision sessions – What does your current process look like?

- How often do you meet 1:1 with staff?
- What topics do you cover when you meet?
- Do you record your meetings? If so, how? Why is this important?
- Do you spend time reflecting on strengths and identified areas for improvement?
- Do staff feel confident to raise issues through supervision without judgement?

TASK 2

It is important that staff are aware for the expectations coming into a supervision. To help them prepare, it may be helpful to share the subject matters you plan to discuss, as well as agreeing any additional areas they may want to cover. Consider offering members of staff a notebook for supervisions that they can capture things they want to discuss and any notes they may want to make during the meeting.

Possible topics to cover in supervision sessions.

- Behaviour management
- Key children – any concerns
- Safeguarding competencies
- Curriculum planning
- Problem solving
- Staff's well-being
- Progress since the last supervision
- Any areas for development identified – what can be done to support this?
- Plans for the upcoming month.
- CPD/ wants and needs.

This is not an exhaustive list, and you may want to include other topics for discussion – what is important is that you capture any agreed actions, to enable you both to monitor progress moving forward.