

Supervision Policy



Policy Relevant to:	All educators, Team members, families, volunteers and visitors.
Last Reviewed:	July 2026
Next Review:	July 2028
ECS National Law:	S2A, S3A, S5AA, S12, S162B, S165, S166A, S167, S174, Part6A
ECS National Regulation:	R13, r84A, r84B, r100, r101, r102C(2)(g), r102E, r102F, r115, r120-123, r126, r132-134, r151, r168, r170, r176, r264
NQS:	2.2, 2.2.1, 2.2.2

"Children need safe and secure environments to thrive in their life and learning. Effective supervision is integral to creating environments that are safe and responsive to the needs of all children. It also helps to protect children from hazards or harm that may arise from their play and daily routines. Effective supervision also allows educators to engage in meaningful interactions with children." (ACECQA, 2025)

Purpose

Educators and staff have a duty of care to ensure children are actively supervised at all times, maintaining safe and secure environments whilst adhering to the Education and Care Services National Law and Education and Care Services National Regulations. Supervision, together with thoughtful design and arrangement of children's environments, assists in the prevention and severity of injury to children.

Educators and staff will actively supervise children, identify risks and take all necessary steps to prevent or minimise injury. Effective supervision of children also provides educators with the opportunity to support and build on children's play experiences. Our Service will ensure no child or children are left alone with a visitor, student or volunteer.

We believe that children's safety, rights, and best interests are the paramount consideration for all Service operations, decisions and functions. Our Service ensures that child safety, wellbeing and best interests take priority over all other considerations, including financial interests or other obligations of management, and are embedded in our daily practices, policies and procedures.

Implementation

Adequate supervision in our services requires careful consideration depending on the different ages of children, varying abilities and educator's knowledge of each child and age group. Generally, the younger the child the more they will need adults close by to support and provide assistance.

Supervision of infants and toddlers who are sleeping need careful consideration to ensure educators can see and hear children. (See: *Sleep and Rest Policy*).

Supervision of preschool age children may involve simultaneous use of indoor and outdoor environments and require effective supervision of children in both environments.

In all environments, adequate supervision means:

- That an educator can respond immediately to a child
- Knowing where children are at all times and monitoring their activities actively and diligently
- Educators using different skills when supervising and engaging with children- monitoring changes in noise and stress levels, using peripheral vision and changing position regularly
- Assessing the risks in the environment and experiences children are engaged in when determining the number and positioning of educators

Adventure Patch will:

- Ensure obligations under the Education and Care Services National Law and Education and Care Services National Regulations are met
- Ensure educators, staff, students, visitors and volunteers complete a comprehensive induction and ongoing professional development to build knowledge and understanding in areas such as:
 - Child safe principles and practices
 - Age and developmentally appropriate supervision
 - Legislative requirements for supervision
 - Guidance for identifying inappropriate conduct and how to respond
- Ensure all educators, assistants and support workers complete mandatory national child safety training and refresher training every 2 years
- Ensure educators, staff, students, visitors and volunteers have knowledge of and adhere to this policy and associated procedure and are provided with a copy
- Ensure that the premises and facilities are designed and maintained to provide a clear line of sight and facilitate adequate supervision of children at all times while maintaining the rights and dignity of all children
- Ensure the educator-to-child ratios are maintained at all times, no matter what activity the children or educators at the service are undertaking. Always working directly with children, based on the ages and number of children being educated and cared for at all services

Age Group	Educator to Child Ratios
For children from birth to 24 months of age	1:4
For children aged 24 months and less than 36 months of age	1:5
For children aged 36 months of age or over	1:10
School Aged Children	1:15

Supervision And Safe Use of Digital Technologies

Adventure Patch recognises that the use of digital technologies and online environments presents specific supervision and child safety risks. Our Service adheres to and aligns with legislative requirements related to the capture, storage or transmission of images or videos of children. Educators must ensure that the use of any digital device does not compromise their ability to supervise children at all times. For more information (Refer to *Safe Use Of Digital Technologies and Online Environment Policy*)

Related Policies

Administration of Medication Policy	Nappy Change and Toileting Policy
Adventurous Play Policy	Physical Environment Policy
Bottle Safety and Preparation Policy	Road Safety Policy
Child Safe Environment Policy	Safe Transportation Policy
Code of Conduct	Safe Use of Digital Technologies and Online Environments Policy
Arrival and Departure of Children Policy	Sleep and Rest Policy
Emergency Evacuation Policy	Water Safety Policy
Handwashing Policy	Whistleblower Policy
Incident, Injury, Trauma and Illness Policy	

Sources

Australian Children's Education & Care Quality Authority. (2025). [QA2 Active Supervision Ensuring safety and promoting learning.pdf](#)

Australian Children's Education & Care Quality Authority. Children's Health and Safety. An analysis of Quality Area 2 of the National Quality Standard. Occasional Paper 2. (2016). [ERIC - ED617779 - Children's Health and Safety: An Analysis of Quality Area 2 of the National Quality Standard. Occasional Paper 2, Australian Children's Education and Care Quality Authority, 2016-Jun](#)

Australian Children's Education & Care Quality Authority. (2026). [Guide-to-the-NQF-260326.pdf](#)

Australian Government Department of Education. (2022). [Belonging, Being and Becoming: The Early Years Learning Framework for Australia. V2.0.](#)

Early Childhood Australia Code of Ethics. (2016). [ECA Code of Ethics - Early Childhood Australia](#)

Education and Care Services National Law Act 2010. (Amended 2023). [Education and Care Services National Law Act 2010 | legislation.vic.gov.au](#)

[Education and Care Services National Regulations.](#) (Amended 2023).

Review History

Policy Reviewed By:	Scott Norris	DCEO	July 2026
Policy REVIEWED	July 2026	NEXT REVIEW DATE	July 2028
Modifications	- Additions made to strengthen child safe practices - Added Safe Use of Digital Technologies - Updated laws and regs - Updated policy list - Check resources list		

Policy REVIEWED	PREVIOUS MODIFICATIONS	NEXT REVIEW DATE
July 2024	• Policy review • Checked sources for currency and adjusted as required	July 2026
August 2023	• Policy maintenance - no major changes • Policy table updated	July 2024

Signed

CEO:	
Manager:	S. Norris