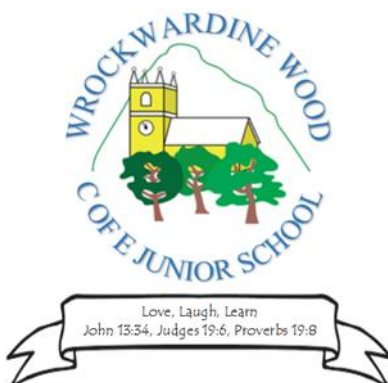


Wrockwardine Wood C.E. Junior School



Safeguarding Supervision Policy

Policy updated – January 2024

Signed:

This policy is due for review in January 2025



“Love, Laugh Learn”

We will ignite the ability in all to ***‘Love, Laugh and Learn’***, recognising the extraordinary and wondrous in everything and in everyone. Our rich, varied and creative curriculum, together with our Christian values, will empower all to flourish following Jesus’s promise **‘I have come to give life and life in all its fullness.’** (John 10:10)

Our School Christian Values



Introduction

The aim of this policy is to provide a framework for the professional supervision of all staff working at Wrockwardine Wood CE Junior School. The principle aim is to ensure that it meets the needs of the school, the staff and their supervisors regardless of the area in which they work and sets out the procedures for supervision.

Wrockwardine Wood CE Junior School must put appropriate arrangements in place for the supervision of staff who have contact with children and families. Effective supervision provides support, coaching and training for staff 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.

Supervision should provide opportunities for staff to:

- Discuss any issues – particularly concerning children's development or wellbeing,
- Discuss any child protection concerns
- Identify solutions to address issues as they arise
- Receive coaching to improve their personal effectiveness

Wrockwardine Wood CE Junior School are committed to ensuring that every member of our workforce receives good quality effective supervision on a regular basis. Professional supervision, whether for new or experienced staff or managers, is critical to the way in which this can be achieved. This policy sets out the expectations of how staff should be supervised and guides line managers in the key elements needed to supervise staff in all relevant settings effectively.

Structure of Supervision within the Performance Management Framework

Individual performance management within Wrockwardine Wood CE Junior School involves the following interconnected elements:

- **Group Supervision (Staff & TA meetings)** - team meetings between one of the supervisors and the team in order to meet organisational, professional and personal objectives
- **Performance Management Meeting** - an annual meeting (reviewed six monthly), the aim of which being the review of objectives set the previous year, to set measurable objectives that drive individual and whole school performance
- **Targeted Improvement** - this impromptu process forms part of the appraisal process and aims to encourage the line manager and supervisee to identify and evaluate practise to date.

General Principles of Supervision for all Staff

Supervision is a regular, planned, accountable process, which must provide a supportive environment for reflecting on practice and making well-informed decisions using professional judgement and discretion. Supervision should enable workers to:

- Be accountable for their practice and uphold professional standards; build purposeful, professional relationships and communicate effectively
- Make sound professional judgements based on good practice and seek advice from line manager
- Proactively contributing to the organisational structure of the school to ensure consistency for staff and pupils e.g. through using school calendar daily and voicing any concerns/issues relating to this immediately
- Reflect on, analyse and evaluate their practice and seek support to manage the emotional impact of their work e.g. in relation to child protection, SEN, staffing, CPD
- Share, debrief and identify any further required resources to address stressful situations or those that cause them concern e.g. further training, issues with staffing structure, issues with specific children
- Challenge constructively in the interests of children, families, staff and other professionals who are in contact with the children in their care
- Develop the knowledge, skills and values required for their own role, professional development and as part of the wider school structure e.g. namely through the performance management cycle
- Contribute to research and use knowledge and experience to explore new ways of working
- Ensure peer and management review of professional decisions and to encourage mutual learning and development e.g. share experiences within the team through; staff meetings, feedback to teachers after lessons and challenging actions taken to safeguard children (as necessary and in keeping the school's Child Protection Policy)
- Communicate with their line manager on issues that are identified in the school in relation to; policies, procedures, organisational factors and children's wellbeing and development
- Adhering to Whistleblowing Policy if concerns arise around a member of staff
- Manage realistic workloads and discuss proactive ways of targeting this if levels increase

It is important to recognise that supervision does not occur only as a stand-alone event but as a continuum of daily practice in a school. The supervision process is a key part of the performance management framework, and the recognition and understanding of the extensive sources of performance feedback will serve to enrich and strengthen formal supervision.

Discussions held and recorded during supervision will form part of the appraisal process.

Frequency of Safeguarding Supervision Sessions

It is all DSLs responsibilities to ensure Supervision is undertaken during each weekly DSL meeting. During these meetings, if it is felt that other members of staff need

supervision for the safeguarding incidents they have dealt with, it will be discussed and planned in as an action for the meeting.

During Safeguarding CPD delivered at least half termly to staff, they are all made aware of their right to supervision if they feel they require it.

DSLs also receive termly supervision from an independent company.