

# Captain Cook Primary School



## Supervision Policy

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### **Introduction:**

*Nothing is more important than children's welfare. Children who need help and protection deserve high quality and effective support as soon as a need is identified. Everyone who comes into contact with children and families has a role to play.*

*Effective safeguarding is achieved by putting children at the centre of the system and by every individual and agency playing their full part. (Working Together 2018)*

Working Together 2018, advises all professionals of following a child centred approach to safeguarding and promoting the welfare of every child. A child centred approach means keeping the child in focus when making decisions about their lives and working in partnership with them and their families.

All practitioners should follow the principles of the Children Acts 1989 and 2004 – where it states that the welfare of children is paramount and that they are best looked after within their families, with their parents playing a full part in their lives, unless compulsory intervention in family life is necessary.

Children may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their day-to-day lives. These threats can take a variety of different forms, including: sexual, physical and emotional abuse; neglect; exploitation by criminal gangs and organised crime groups; trafficking; online abuse; sexual exploitation and the influences of extremism leading to radicalisation. Whatever the form of abuse or neglect, practitioners should put the needs of children first when determining what action to take.

A number of National Practice Reviews/Serious Case Reviews, involving the death and serious injuries of children have continually made the recommendation that all agencies have in place effective and purposeful supervision to ensure the safety and well-being of all vulnerable children. This includes effective discussion, decision making, recording and demonstration of the achievement of positive outcomes for those children who are vulnerable or who are accessing services.

### **Purpose and Aim:**

Therefore Captain Cook Primary School Supervision Policy aims to provide clear direction and guidance for those who hold responsibility as Designated Safeguarding Leads or Nominated Deputies in child protection in receiving appropriate supervision in the area of vulnerable children.

Supervision is required in the area of child protection to allow staff dealing with our most vulnerable and at-risk children the opportunity to reflect on the progress of the case, the individual needs of the child and to seek support and direction in ensuring that there is no drift or delay in meeting agreed outcomes for the child or family in relation to the child protection process. Although child protection cases should be given the highest priority, best practice includes the discussion and recording of all cases where children are vulnerable.

Supervision is not solely for the purpose of individual case discussion and is not task and action led. It allows individuals working with highly complex and often heavy caseloads in the area of child protection an opportunity to reflect on their individual practice and be critical of the effect the child protection system is having on the child and family. Ultimately it allows the professional 'time-out' to consider, with colleagues, whether the outcomes set out for the child in the child protection process are being met and that the individual needs of the child are considered at every opportunity.

### **Types of Supervision**

At Captain Cook Primary School we undertake One to One Supervision.

This type of Supervision is given in a one to one environment where there is clear seniority between the Supervisor and the Supervisee. Supervision is led by the senior person within the structure e.g. Designated Safeguarding Lead to Nominated Deputy, or Headteacher to Designated Safeguarding Lead/Nominated Deputy. The supervisee discusses individual cases with the supervisor and formal records of the Supervision are made and stored within the individual child's record on cPOMs of the case discussed. The Supervisor takes responsibility for ensuring that any agreed actions are undertaken by the Supervisee or in the event of escalation to the case being required undertakes the direct action themselves.

This Supervision is held between Amy Young whose role in school is Head teacher/DSL, Leanne Acheson whose role in school is Deputy Head teacher/Deputy DSL and Rachel Lake whose role in school is Pastoral Lead. In these Supervision sessions Amy Young/Leanne Acheson have the role of Supervisor and Rachel Lake is the Supervisee.

At Captain Cook Primary School we ensure appropriate guidelines on confidentiality are followed and individual information on children is not taken outside of school. This follows the expectations of the Data Protection Act and the General Data Protection Regulations 2018.

### **Standards of Supervision**

Supervision at Captain Cook Primary School is managed within a clear set of minimum standards and recorded appropriately. Supervision records are

maintained confidentially and kept within the individual child's file/electronic record.

The following supervision standards are in place:

- 1) All supervisory relationships are declared in a written agreement: (See Appendix 1)  
For example: Clear roles of the Supervisor and Supervisee  
The frequency of the Supervision  
A standard agenda  
The recording of supervision  
Confidentiality  
Handling issues of diversity
- 2) Supervision is planned and purposeful.
- 3) Supervision sessions are recorded promptly, competently and records are stored securely.
- 4) Supervisors and Supervisees are sufficiently skilled to carry out their role.
- 5) The Supervisor ensures the Supervisee is ensuring the safety and well-being of the child(ren) involved at all times.
- 6) The Supervisor ensures the safety and well being of the Supervisee at all times.
- 7) Supervision ensures that all families regardless of age, background, ethnicity, religion, language, gender, disability or sexual orientation are treated equally.

### **Regularity and Timing of Supervision:**

At Captain Cook Primary School Supervision is held every four weeks for a period of two hours. Within that timescale approximately twenty children's cases are discussed and reviewed. This is in line with our local safeguarding children partnership recommendations and local safeguarding children procedures. The minimum supervision requirement for schools is at least once per half term so, in total six sessions per academic year.

### **Training for Supervision:**

At Captain Cook Primary School our Designated Safeguarding Lead/Deputy Safeguarding Lead undertook training on Supervision on 11<sup>th</sup> October 2022.

At Captain Cook Primary School our Designated Safeguarding Lead/Deputy Safeguarding Lead undertake training regularly every two years.

### **Support for Supervision:**

At , Captain Cook Primary School Supervisors and Supervisees receive external support regarding all aspects of Supervision. Support and advice is

offered from local services including Education Services, Local Authority Children's Social Care, the Police and the Local Safeguarding Partnerships. The Local Safeguarding Partnership set out clear procedures for child protection including what do in cases where there may be drift or delay or professional differences (see resolving professional differences - escalation protocol from the Local Safeguarding Partnership Arrangements). Local Safeguarding Partnerships also set out standards of supervision for all agencies in line with recommendations from a number of serious case reviews.

At Captain Cook Primary School if there are any unresolved issues from supervision, external advice and support is received immediately to prevent any further risk of significant harm to the child(ren), through Local Authority Children's social care services. Supervisors do not delay in seeking advice at any stage when seeking to prevent further harm to children.

### **Recording Supervision:**

At Captain Cook Primary School, record keeping is imperative for Supervision and any records made are an accurate reflection of the individual case and issues discussed, including any agreed actions to be taken by either the Supervisee or Supervisor and outcomes for the child. The records kept indicate the regularity of supervision, the critical reflection of practice, the reviewing process of vulnerable children and any further or future actions taken in the protection and safeguarding of the child.

At Captain Cook Primary School we are clear that supervision records could, in the future, be used in court action to support Local Authority Children's social care decisions in safeguarding children and may also be used by our school when undertaking professional challenge.

Records are stored securely and confidentially on the individual child's case file (either written or electronic). This is only accessible by those professionals trained as Designated Safeguarding Leads or Nominated Deputies. This is in line with the Data Protection Act and General Data Protection Regulations, 2018.

At Captain Cook Primary School we have paper based records which are stored in secure and lockable filing cabinets and we use cPOMs system to hold electronic records. The same security is required (e.g. password protected or only accessible to agreed members of staff who are involved in the role of child protection) so that confidentiality is not breached.

Following a child leaving school, we follow the appropriate transfer procedures and retention guidelines and information regarding children who have required statutory intervention at any point in their school career will automatically be shared with the receiving school. This is to ensure that all children are given the right support and intervention and information is shared strictly on a need-to-know basis.

### **Professional Confidentiality:**

The confidential nature of child protection cases is clearly set out by Local Safeguarding Partnerships. In the process of supervision, confidentiality is maintained for the protection and safeguarding of the child.

At Captain Cook Primary School, individual case discussion only occurs in agreed supervision sessions and between agreed members of staff. Supervisors and Supervisees do not have case discussion with other members of staff or family members/partners.

If either the Supervisor or Supervisee feels it is necessary and in the best interests of the child to seek further advice and support then this is firstly sought by the child's social worker or the social worker's line manager (this is not a breach of confidentiality)