

SUPERVISION CHECKLIST

- ___ All children are within sight and hearing of at least one staff person.
- ___ Every child can be directed and assisted by at least one staff person.
- ___ Staff are positioned so that they can see children (staff do not have their backs to children.)
- ___ Correct ratios are maintained at all times.
- ___ Staff are aware of blind spots and potential hiding spots and check them as needed. (Classroom and playground)
- ___ All staff know the correct number of children in their care and can name them using the system selected by the program.
- ___ If used, count/ratio sheets are accurate.
- ___ When moving groups, staff count and do name to face checks at each doorway, gate, corner, and other locations as needed.
- ___ Closer supervision is provided for higher risk activities and for individual children who may need it.
- ___ At least two people accompany children on walks away from the facility.
- ___ Lighting and crib/cot placement during nap allow all children to be seen, and staff are positioned to be able to see all children.
- ___ Changing tables are located/positioned so that that the classroom can be observed even while changing diapers
- ___ Staff move around on the playground, focusing on busiest and riskiest locations.



Count the children
Care group check