



EYFS Supervision Policy

Purpose of This Policy

- To ensure all EYFS staff receive supervision that meets the requirements of the EYFS Statutory Framework (2026) and best practice.
- To ensure staff receive regular, constructive support, guidance and feedback in relation to their work.
- To give staff the opportunity to reflect on their practice and address any professional development needs or concerns.
- To ensure decisions arising from supervision are made in the best interests of children and in line with school and national policy.

What is Supervision and why do we do it?

St Peter's CofE Primary School provides all Early Years Foundation Stage (EYFS) staff with regular, confidential supervision to support their wellbeing, professional development and the quality of care and education they provide for children. This meets the requirement set out in the EYFS Statutory Framework for Group and School-Based Providers (1st September 2026), which requires providers to put appropriate arrangements in place for the supervision of staff who have contact with children and families (3.35–3.36). Supervision must give staff the opportunity to discuss any issues affecting children's development or wellbeing, including child protection concerns, to identify solutions, and to receive coaching to improve their effectiveness.

Supervision Arrangements at St Peter's

Supervision for all EYFS staff is provided externally by Encompass, an accredited supervision provider. This ensures every member of staff has access to independent, confidential and high-quality supervision, delivered by a suitably trained supervisor. The EYFS Leader retains overall responsibility for ensuring supervision takes place as planned, that records are securely stored, and that the school continues to meet its statutory duties.

Supervision sessions take place three times a year – in Autumn 1, Spring 1 and Summer 1 – for all EYFS staff who have contact with children and families. Supervision is in addition to, and does not replace, staff appraisal, informal day-to-day support, or other training and development opportunities.

At the outset of each arrangement, the member of staff and their named Encompass supervisor agree an individual supervision agreement. This sets out the practicalities of how and how often they will meet, mutual expectations around openness, preparation and feedback, and how any difficulties in the working relationship will be resolved. The agreement is signed and dated by both the supervisor and the member of staff.

The Supervision Process

Encompass will arrange and deliver each supervision session directly with the member of staff. Prior to each session, practitioners are asked to reflect on their practice to help focus the discussion. During the session, key points, agreed actions and any targets are recorded on a supervision record, which the practitioner reviews and signs.

Supervision provides a safe, boundaried space for staff to discuss matters relevant to their role, which may include workload, specific children they are supporting, the impact of their work, professional issues and relationships, professional development, and their own emotional wellbeing.

Confidentiality and Recording

Supervision discussions are treated as confidential, with one exception: where a safeguarding concern about a child is disclosed, or a risk to the member of staff's own safety or wellbeing, or that of another person, becomes apparent, the supervisor is duty-bound to act in the best interests of those involved, in line with the school's Safeguarding Policy. This may include agreeing a support plan with the member of staff, which could involve their line manager or other appropriate professionals. As part of their individual supervision agreement, staff provide their supervisor with emergency contact details, to be used only where necessary to support their welfare. Supervision records are stored securely and in accordance with UK GDPR. Where a practitioner leaves the school, their supervision records are retained for five years before being securely and confidentially destroyed. Records are made available to Ofsted or other inspectors on request as part of the inspection process.

Resolving Difficulties

Where a concern about practice, capability or conduct is identified through supervision that cannot be resolved through supervision alone, this will be progressed through the school's separate grievance, disciplinary or capability procedures, as appropriate, rather than through the supervision process itself.

Reviewing This Policy

This policy is reviewed at least annually, and sooner where a new EYFS Statutory Framework or related statutory guidance is published by the Department for Education.

Completed by: Phillipa Franklin

Role: EYFS Leader

Reviewed: September 2026

Next Review Due: September 2027