

HURON PLAYSCHOOL CO-OPERATIVE INC.

Child Care Supervision Policy for Volunteers and Students

Huron Playschool Co-operative (HPC) stands firmly on the vision that all children enrolled at HPC will be effectively supervised at all times.

The intent of this policy is to ensure the following:

- to help support the safety and well-being of all children at HPC, and
- to provide direction to HPC regarding the supervision of volunteers and students

Every child who is in attendance at HPC will be supervised by an adult at all times. Under no circumstances will direct unsupervised access be granted to anyone under the age of 18 years.

Only employees, or two participating parent volunteers in place of an employee (in a co-operative day care), will have direct unsupervised access to children. Students may not be counted in the staffing ratios in day nurseries. Two participating parent volunteers are able to take the place of a member of staff for the purposes of staff: child ratios.

Expectations of Volunteers and Students

All participating parent volunteers and students must review the behaviour management policies and procedure prior to providing care or guidance at HPC, and at least annually thereafter.

The Director, or a staff member, shall review the written procedure for monitoring the behaviour management practices of parent volunteers and students and provide feed-back to parents, as necessary.

All participating parent volunteers and students must review the individual plan for a child with anaphylaxis and emergency procedures prior to providing care or guidance at HPC, and at least annually thereafter.

Criminal reference checks are required for all participating parent volunteers that have direct contact with children.

It is the responsibility of all participating parent volunteers and students to supervise the children at HPC. This will include ensuring the safety and well-being of children, and dealing with behavioural issues of any child. The Director and staff members shall be responsible for providing guidance to participating parent volunteers and students where necessary.

Furthermore, all participating parent volunteers and students are responsible for reviewing HPC Bylaws and Policies, and Parent Handbook as part of their orientation to HPC.

Review

This policy will be reviewed at least annually.

This policy will be reviewed with employees before they begin their employment and at least annually thereafter.

This policy will also be reviewed with all volunteers and students before they begin providing care or guidance at HPC, and at least annually thereafter.