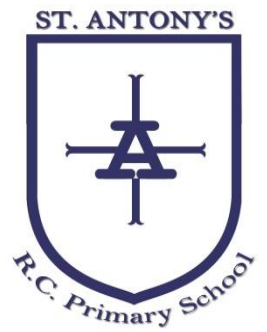


Join the faith and learning journey



St Antony's Roman Catholic Primary School

OUR MISSION STATEMENT

St. Antony's School is part of the Roman Catholic community of the Holy Family, where Jesus Christ is our inspiration as we raise standards and aspirations for all of our children.

INCLUSION STATEMENT

In this school, we are educating our children to:

- know who they are - a special and unique gift from God
- know why they are here - we all have a purpose and responsibility to look after God's world
- work hard and aim high for their future- find and use their God given talents to be what God intended them to be.

We are a Catholic community, in a modern society, where everyone is equal. The most loving and merciful Jesus Christ is our role model, and He welcomed everyone. All children are welcome in our school, and they and their families become part of our St. Antony's family. We will love and nurture them, and do our best to help them, on their faith and learning journeys, to become what God wants them to be.

Policy Name: SUPERVISION POLICY

Adopted by Governors: (signed on hard copy)

Date: June 2026

Review date: June 2028

SUPERVISION POLICY

St Antony's RC Primary School is committed to ensuring that all our staff members receive the best support possible to fulfil their roles and provide our pupils with a high-quality education. We also understand the importance of providing effective supervision of staff.

By implementing this policy, we hope to provide staff with opportunities to:

- Discuss any issues – particularly concerning pupil's development or wellbeing, including child protection concerns.
- Identify solutions to address issues as they arise.
- Receive coaching to improve their personal effectiveness.
- Make use of the support offered to help cope with the demands of protecting pupil.

Definitions

Supervision – this is a regular, planned, two-way process in which a team of experts, such as the DSL and their deputies, will support and develop the knowledge, skills, and values of an individual staff member or group of staff members.

Critical reflection – the process of monitoring, reviewing and developing current practices.

Sessions – a scheduled, one-to-one safeguarding supervision session between a supervisor and their supervisee.

Supervision

Supervision should provide opportunities for staff to:

- Have a pupil-centred approach and ensure that pupils' daily experiences are discussed and understood.
- Be an opportunity for reflective learning leading to informed actions.
- Meet professional standards – safeguarding requirements are met and sessions are conducted in a professional manner.
- Help to identify learning and development needs and promote the skills required to provide an effective education.
- Recognise the potential stresses in safeguarding practice and offer appropriate support.
- Receive coaching to improve their personal effectiveness
- Identify solutions to address issues as they arise

At St Antony's we also provide structured supervision to all staff who have a named responsibility for Safeguarding. In addition, all members of staff can request a meeting at any time to discuss any issue linked to safeguarding. This is in addition to their responsibilities under KCSIE and the school's safeguarding policies and procedures.

The aims of supervision

The supervision process provides a structure to:

- access to support, training and procedures
- enable supervisors and supervisees to examine and reflect on the quality of their practice and to facilitate discussion
- discuss individual cases (See also case management for Safeguarding)
- create a regular 'safe space' for staff to be supported and reflect upon their work and all areas affecting their health and wellbeing
- offer constructive challenge as appropriate
- clarify priorities
- monitor and reflect on personal performance and caseload; including individual cases,
- identify strengths and improve practice
- recognise and resolve potential and existing problems
- discuss how personal factors are affecting work and provide support
- monitor staff conduct and adherence to school's policies and procedures

Supervision Meetings:

- take place only when a supervision contract has been agreed and signed by the supervisor and supervisee
- are regular and confidential
- are formal and recorded
- operate in a one to one and team format

Who has supervision and how often?

All staff with Safeguarding responsibility (Designated Safeguarding Leads, DSLs) receive regular supervision.

This will be half termly. This may be in a group or individual on request.

This will be provided by Blackburn with Darwen as part of a service level agreement.

Heather McGowan (Head teacher) or Caroline Palmer (safeguarding governor) will also provide supervision for all other staff.

This will be half termly. This may be in a group or individual on request.

Haylie Macneal will provide supervision for all EYFS staff.

At the end of each half term there are team supervision meetings (i.e EYFS team; Safeguarding Team)

Any member of staff can request additional supervision at any time. Trained supervisors are Caroline Palmer, Heather McGowan, Joanne Malak, Alexandra Wildy and Haylie Macneal.

Supervision and Appraisal

Appraisal clearly has some crossover with supervision. In the appraisal system targets are set, for example in terms of performance, activities and training needs and usually relate to the business plan of the organisation and to the professional standards required in providing a service. A focus on how well an individual is performing in relation to organisational needs and priorities should not be the focus of supervision. However, issues related to performance and training needs should be considered as part of the agenda of every supervision meeting from the perspective of what support the individual needs in order to develop professionally and improve their practice.

Supervision and Wellbeing

At St Antony's we believe that opportunity for good quality supervision is vital for staff wellbeing. Staff may bring other concerns other than safeguarding; any issues affecting their work life which they feel they want to share, offload or seek support for can be discussed. It is a non-judgemental, confidential place.

Case Management

Designated Safeguarding Leads will have a "caseload". This will be made up of children and families who there are concerns about or who receive extra support. Part of the process of supervision for these staff members is to carry out a review of their cases. This is to ensure that staff are supported with complex cases and have the opportunity for professional dialogue and the review of impact of actions and deciding next steps. It also ensures that decisions that are made about case closure or escalation are a joint decision and are documented appropriately. Effective supervision also prompts discussion on the DSLs' capacity, both in terms of time and emotions.

Any discussions and agreed actions will be noted on the record of supervision and on the schools safeguarding recording system (CPOMS) where appropriate.

This policy was approved by the Governing Body on: June 2026

This policy will be reviewed every 2 years: review date June 2028.