

Supervision and Duty of Care Standard

At Little Minds, the safety, wellbeing and supervision of every child is a core responsibility in all programs, sessions and services. We are committed to providing safe, responsive and appropriately supervised environments where children are supported to explore, play and participate with confidence.

Little Minds recognises a duty of care to take reasonable steps to protect children from foreseeable harm and to provide safe, developmentally appropriate environments across all service settings.

Purpose

This standard outlines how Little Minds maintains safe supervision practices and fulfils its duty of care responsibilities across casual sessions, term programs, private events, childcare services and one-on-one sessions.

Our Commitment

Little Minds is committed to:

- providing active, attentive and developmentally appropriate supervision at all times
- taking reasonable steps to protect children from foreseeable risk of harm
- maintaining safe physical environments for children and families
- clearly communicating supervision responsibilities to families, venues and partner organisations
- ensuring children remain appropriately supported during all activities, transitions and play experiences
- maintaining clear boundaries regarding responsibility, authority and care
- responding promptly and appropriately to incidents, injury, distress or unsafe behaviour

Duty of Care Principles

Little Minds fulfils its duty of care by ensuring:

Children are appropriately supervised

Children must be supervised in a manner that is active, responsive and appropriate to their age, developmental stage, environment and activity.

Safety is proactive

Risks are identified and managed before and during service delivery to minimise foreseeable harm.

Supervision is shared and clearly defined

The level of supervision provided by Little Minds varies depending on the service type and must be clearly communicated to families, caregivers and partner organisations.

Children remain the responsibility of their parent, caregiver or nominated supervising adult unless otherwise agreed in writing

Little Minds facilitates play experiences and maintains safe environments, but does not assume primary caregiving responsibility except where explicitly agreed under a separate written service arrangement.

Supervision by Service Type

Casual Play Sessions

Parents, caregivers or nominated supervising adults remain responsible for the direct supervision, behaviour, toileting and immediate care of their child at all times.

Little Minds provides facilitated play experiences and general environmental oversight but does not provide child minding or sole supervision.

Children must not be dropped off and left unattended.

Term Play Sessions

Parents or caregivers remain responsible for supervising and supporting their child unless the session is specifically advertised and contracted as a supervised drop-off program.

Little Minds provides guided facilitation, group oversight and structured play support but does not assume full caregiving responsibility unless expressly agreed in writing.

Childcare / Centre Bookings

Little Minds facilitates activities and experiences within the service environment.

The childcare centre, preschool or host service retains responsibility for:

- educator-to-child supervision ratios
- toileting
- behaviour management
- medical management
- direct child supervision
- child protection obligations within their service

Little Minds remains responsible for:

- safe setup and pack down
- safe facilitation of activities
- maintaining professional boundaries
- reporting hazards, incidents or concerns immediately

Parties and Private Events

The host parent, caregiver or booking party remains responsible for the supervision and behaviour of attending children unless otherwise agreed in writing.

Little Minds provides facilitated play experiences and activity oversight only.

Little Minds does not provide event childcare, child minding or sole supervision unless contracted as a supervised service.

One-on-One Sessions

Parents or caregivers must remain present and accessible for the duration of the session unless otherwise agreed in writing.

Little Minds provides guided developmental play support within the agreed scope of service and does not assume responsibilities outside that scope.

Little Minds does not provide clinical care, therapy, medical support or crisis supervision.

Supervision Expectations

To maintain child safety, Little Minds requires that:

- all children remain within sight of their supervising adult unless otherwise agreed
- children are supervised during transitions, movement and higher-risk activities
- adults remain attentive and available to respond to their child's needs
- children are not left unattended in play spaces, toilets or transition areas
- unsafe behaviour is addressed immediately
- supervision expectations are clearly communicated before each service

Duty of Care Limits

Little Minds' duty of care is limited to taking reasonable steps to:

- provide safe and appropriately prepared environments
- identify and reduce foreseeable risks
- facilitate activities safely
- act promptly in response to safety concerns
- communicate concerns, incidents or risks to the responsible adult or service

Little Minds does not assume responsibility for:

- sole supervision unless contracted
- toileting or nappy changes
- feeding
- administering medication (unless formally agreed in writing)
- behavioural management beyond reasonable immediate safety intervention
- children outside the booked session area or session time
- children left unattended by parents or caregivers

Incident Response

Where supervision concerns arise, Little Minds will take reasonable and immediate action to protect safety, including:

- pausing the activity
- redirecting unsafe behaviour
- notifying the parent, caregiver or responsible educator
- removing unsafe materials or hazards
- ending participation where safety cannot be maintained
- documenting incidents where required

Shared Responsibility

Child safety is a shared responsibility.

Little Minds maintains responsibility for safe facilitation, safe environments and reasonable care within the scope of service.

Parents, caregivers, host adults and partner organisations remain responsible for the direct care and supervision of children unless otherwise agreed in writing.