

Charity No. 112801

Behaviour Management Policy

Our Club recognises the importance of positive and effective behaviour management strategies in promoting children's welfare, learning and enjoyment.

The aims of our Behaviour Management Policy are to help children to:

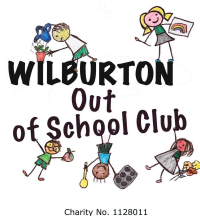
- Develop a sense of caring and respect for one another
- Build caring and co-operative relationships with other children and adults
- Develop a range of social skills and help them learn what constitutes acceptable behaviour
- Develop confidence, self-discipline and self-esteem in an atmosphere of mutual respect and encouragement

Behaviour Management Strategies

The Club, the Manager, and the staff will manage behaviour according to clear, consistent and positive strategies. Parents/carers are encouraged to contribute to these strategies, raising any concerns or suggestions.

Behaviour management in the Club will be structured around the following principles:

- Staff and children will work together to establish a clear set of 'ground rules' governing all behaviour in the Club. These will be periodically reviewed so that new children have a say in how the rules of the Club operate. Parents/carers will also have access to the Club's Ground Rules to encourage unity and consistency
- The Club's 'ground rules' will apply equally to all children, staff and parents/carers
- The Club's 'ground rules' will be put on display in view of the children, staff and parents/carers
- Positive behaviour will be reinforced with praise and encouragement
- Challenging behaviour will be addressed in a calm but assertive manner. In the first instance, staff will try to re-direct children's energies by offering them alternative and positive options. Staff will be open in stating and explaining non-negotiable issues
- When dealing with challenging behaviour, staff will always communicate in a clear, calm and positive manner. For those children who need support in order to behave in an appropriate manner, staff will investigate strategies and offer consistent care whilst at the Club
- Staff and parents/carers will make every effort to set a positive example to children by behaving in a friendly and tolerant manner themselves, promoting an atmosphere where children and adults respect and value one another
- Staff and parent/carers will avoid shouting in the Club (at work)
- Staff will facilitate regular and open discussions with children about their behaviour. This will help them understand the inappropriate aspects of their behaviour and enable them to have their say and be helped to think through the causes and effects of their actions
- Staff will work as a team by discussing incidents and resolving to act collectively and consistently
- Staff will try to discuss concerns confidentially with parents/carers at the earliest possible opportunity in an attempt to help identify the causes of inappropriate behaviour and share strategies for dealing with it
- Children who experience bullying, racism or other unacceptable behaviour will be listened to and their experience taken seriously.



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- Staff will encourage and facilitate mediation between children to try to resolve conflicts by discussion and negotiation
- The play space will be well resourced and planned to meet the needs of the children and young people and therefore offering a variety of play opportunities

Dealing with Inappropriate Behaviour

When confronted with negative behaviour, staff will be clear about distinguishing between ‘disengaged’, ‘disruptive’ and ‘unacceptable’ behaviour.

‘Disengaged’ behaviour may indicate that a child is bored, unsettled or unhappy. With sensitive interventions, staff will often be able to re-engage a child in purposeful activity.

‘Disruptive’ behaviour describes a child whose behaviour prevents other children from enjoying themselves. Staff will collectively discuss incidents and agree on the best way to deal with them.

‘Unacceptable’ behaviour refers to non-negotiable actions and may include discriminatory remarks, violence, bullying or destruction of equipment. Staff will be clear that consequences will follow from such behaviour, including in the first instance, temporarily removing a child from the activity session.

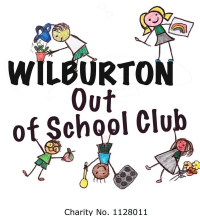
When an incidence of inappropriate behaviour occurs, staff will listen to the child or children concerned and hear their reasons for their actions. Staff will then explain to the child or children what was unacceptable about their behaviour and that such actions have consequences for both themselves and for other people.

Staff will make every attempt to ensure that children understand what is being said to them. Children will always be given the opportunity to make amends for their behaviour and, unless it is judged inappropriate, be able to rejoin the activity. Consideration will be given to the child or young person’s individual needs. Every effort will be made to communicate in the most appropriate manner in order to assist in an improvement in behaviours.

Children who need help in order to behave in an appropriate manner will be given support and consistent strategies to address the matter. Staff will seek appropriate training in order to reflect upon the triggers and effects for some children who find some aspects of the play environment stressful. Courses are undertaken throughout the year to support this. The Manager and Committee will agree on a behaviour management plan with the children’s parents/carers which will be consistent with any plan within school hours, and where required in discussion with the headteacher, and provide the children the support that is needed. A separate budget will be allocated to support any temporary emergency measures that may be required to support children or staff if required. The Manager will notify the Committee whenever a behaviour management plan is required and if any emergency funding is required to support it.

In the event that unacceptable behaviour persists, more serious actions may have to be taken, in accordance with the Suspensions and Exclusions policy. At all times children will have explained to them the potential consequences of their actions.

It is recognised that an incident of unacceptable behaviour is a stressful situation for staff and children alike. However, staff will be aware that there is also a need to be mindful of confidentiality and will only discuss such incidents on a ‘need to know’ basis. Where causes of incidents suggest possible abuse, child protection procedures will be followed.



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The Use of Physical Interventions

Physical intervention may be recognised as part of an individual care plan and training will be sought.

Staff will use physical interventions only as a last resort and only then if they have reasonable grounds for believing that immediate action is necessary to prevent a child from significantly injuring themselves or others or to prevent serious damage to property.

Before reaching this stage, staff will have used all possible non-physical actions, such as dialogue and diversion, to deal with the behaviour. The child or children concerned will be warned verbally that physical intervention will be used if they do not stop.

A dialogue will be maintained with the child or children at all times, so that the member of staff can explain what they are doing and why they are doing it. Staff will make every effort to avoid the use of physical interventions if they are alone with the child or children. Only the minimum force necessary to prevent injury or damage should be applied. For example, by diverting a child or children, perhaps by leading the child away by a hand or by an arm around their shoulders.

Staff will use physical intervention as an act of care and control and never punishment. Physical interventions will not be used purely to force a child to do what they have been told and when there is no immediate risk to people or property.

As soon as it is safe, the physical intervention should be gradually relaxed to allow the child or children to regain self-control.

The force of the physical intervention will be always appropriate to the age, size and strength of the child or children involved.

If staff are not confident about their ability to contain a particular situation or type of behaviour, consideration will be given to calling the Manager or, in extreme cases, the police. The parents/carers will be contacted as soon as possible in this situation.

Where a member of staff has had to intervene physically to restrain a child, the Manager, Committee and Headteacher will be notified and the incident recorded in the Incident Record Book. The incident will be discussed with the parent/carer at the earliest possible opportunity.

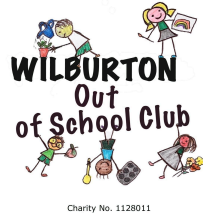
If a staff member commits any act of violence or abuse towards a child at the Club, serious disciplinary action will be implemented, according to the provisions of the Staff Disciplinary Procedures policy.

This policy was adopted at a meeting of **Wilburton Out of School Club**

Held on

Signed on behalf of the Management
Committee / Proprietor

Role of signatory (Chairperson)



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This policy was reviewed on