



# Play in Ltd

## Behaviour Management Policy

### Preface

Our mission is to provide every child with the highest standard of care and the very best learning and play opportunities. Emphasis is placed upon developing strategies to support learning, managing challenging forms of behaviour and preparing them for their future life.

The club's behaviour policy outlines how staff at Play in Ltd create and maintain good order and relationships through positive approaches. These approaches are successful for the vast majority of the time. This policy on dealing with challenging behaviour is what forms the heart of our behaviour policy. It should be read in conjunction with our **SEN Policy**, the **Health and Safety Policy** and the **Child Protection Policy**.

### Purpose of the Policy

This policy aims to give all members of staff at the club clear guidance so that any challenging behaviour is met in a way that supports the values and principles described above. The Management will be responsible for ensuring that staff and parents are aware of the policy and will ensure that any necessary training/awareness-raising takes place so that all staff know their responsibilities.

### Overall Aims

Play in Ltd aims to create a calm, playful learning environment in which each individual is consistently valued, affirmed, encouraged and praised. Each child will be encouraged to achieve their full potential at all levels, whether academic, practical, behavioural or emotional. This will include the development of a community wherein children, play workers, parents/carers and other professionals enjoy a sense of belonging and have an important part to play.

### Principles

An effective behaviour policy is one which is consistent and constantly applied. It is mindful of the rights and responsibilities of the whole community and is based on the above philosophy. To achieve this it must be based on positive principles.

This will ultimately be developed by consultation with the whole community, staff, parents and children and linked with each individual's needs and targets.

The values as based on the club's philosophy include:

- Mutual Respect
- Respect for Property
- Fairness and Honesty
- Care for and Consideration of Others
- Self-Respect
- Self-Discipline

Rights implicit in these values include:

- The right to be safe
- The right to be heard
- The right to fair treatment
- The right to be treated with respect

- The right to be able to play/learn/teach/work without unnecessary interruption

Every member of the community needs to take responsibility for protecting these rights for both themselves and others.

## **Code of Conduct**

Our children need clear and concise guidelines for behaviour and with that in mind, Play in Ltd will operate with three clear, concise and positive 'Golden' rules:

- **Be polite and respect each other**
- **Follow staff instruction**
- **Keep hands, feet and objects to myself**

These are displayed, discussed and reinforced wherever, and whenever, necessary. It is understood that with our pupils these rules will need positive reinforcement at all times.

In addition we have a range of expected behaviours for our children throughout the Play in Ltd day. These include:

- Use socially acceptable behaviour
- Comply with the club rules, which are compiled by the children attending the club
- Respect one another, accepting differences of race, gender, ability, age and religion
- Develop their independence by maintaining self-discipline
- Choose and participate in a variety of activities
- Ask for help if needed
- Enjoy their time at the Club

These rules and expectations will be open to discussion with staff/parents/children and they will be encouraged to make contributions. Again, consistent, repeated and positive reinforcement of these expectations will be required in order to support our children in achieving these expectations. Some prohibitions are necessary for clarity and in order to make clear to our children where tolerance stops but these will be kept to a minimum and always positively reinforced.

## **Implementing the Policy and Supporting Staff and Children**

### **Staff**

- All members of staff need to be aware of this policy in order to be able to support children in management of their behaviour.
- Training needs of staff should be regularly audited and appropriate courses taken.
- When staff have dealt with a child in crisis they too need time to 'reflect' before returning to work or, more importantly, writing up any incident. Incidents should be written up as factually and clinically as possible without the use of emotional language.

### **Parents and Carers**

At Play in Ltd we see parents and carers as a vital component in the addressing of behavioural issues. With regards to behavioural management, in addition to support from ourselves, we are also able to offer links to other professional support and guidance. We will hold regular meetings to discuss each child's progress where necessary. We intend to keep parents/carers fully informed of positive achievements of children both formally, through the club's reporting system, and informally through parental contact, phone calls and letters home/e-mails where necessary.

## Children

### Encouraging Positive Behaviour

At Play in Ltd, positive behaviour is encouraged by:

- Staff acting as positive role models
- Praising appropriate behaviour
- Pin chart reward system-after school club (each child can earn pins on a board for positive actions and behaviour. When 6 pins have been gained, they can choose a prize)
- Informing parents about individual achievements
- Offering a variety of play opportunities to meet the needs of children attending the club.

It is inevitable that as children develop and learn, there are times when they need support and guidance to understand that their behaviour is not acceptable. Staff at the club will try to determine the cause or triggers of the inappropriate behaviour to prevent the situation from recurring. This will be recorded on an Individual Behaviour Plan (IBP) which enables us to set and monitor individual behaviour targets.

## Procedures

### Dealing with Inappropriate Behaviour

- Challenging behaviour will be addressed in a calm, firm and positive manner.
- In the first instance, the child will be given a verbal warning/temporarily removed from the activity.
- In the second instance, the child will be given time out according to their age (e.g a 6 year old child will have 6 minutes time out) In more extreme cases, minutes of time out can be added on if it is deemed by the staff member that the child needs longer to reflect/calm down
- Staff will discuss why the behaviour displayed is deemed inappropriate.
- Staff will give the child an opportunity to explain their behaviour to help prevent a recurrence.
- Staff will encourage and facilitate mediation between children to try to resolve conflicts through discussion and negotiation.
- If the inappropriate behaviour appears to be as a result of boredom, staff will consult with the child to find activities that more fully engage them.
- Staff will consult with parents to formulate clear strategies for dealing with persistent inappropriate behaviour.
- We will not threaten any punishment that could adversely affect a child's well-being (e.g. withdrawal of food or drink).
- If a child continues with inappropriate behaviour, an Individual Behaviour Plan will be put in place to establish individual behaviour targets, incorporating positive strategies. The plan should be referred to every time the child attends to keep continuity, and discussed with parents. Parents should also refer to these strategies and continue them at home. If improvements on behaviour are made then the plan will finish.

If, after consultation with parents, and the implementation of behaviour management strategies, a child continues to display inappropriate behaviour, the Club may decide to exclude the child in accordance with our **Suspensions and Exclusions** policy. The reasons and processes involved will be clearly explained to the child.

## Physical Intervention

Physical intervention will only be used as a last resort, when staff believe that action is necessary to prevent injury to the child or others, or to prevent significant damage to equipment or property. If a member of staff has to physically restrain a child, the manager will be notified and an **Incident Record** will be completed. The incident will be discussed with the parent or carer as soon as possible.

If staff are not confident about their ability to contain a situation, they should call the manager or, in extreme cases, the police.

All serious incidents will be recorded on an **Incident Record** and kept in our Safeguarding Folder. This may be used to help identify any patterns of behaviour which could indicate an underlying cause. If a pattern of incidents indicates possible abuse, we will implement child protection procedures in accordance with our **Safeguarding Policy**.

## Corporal Punishment

Corporal punishment, or the threat of corporal punishment, will *never* be used at the Club.

We will take all reasonable steps to ensure that no child who attends our Club receives corporal punishment from any person who cares for, or is in regular contact with the child, or from any other person on our premises.

This policy was adopted by: Play In Ltd	Date: Jan 2020
To be reviewed: Jan 2021	Signed:

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2017): Safeguarding and Welfare Requirements: Managing behaviour [3.52-3.53]*. *Working Together to Safeguard Children 2018*.