

# BEHAVIOUR MANAGEMENT POLICY

## Statement of Intent

Our playgroup believes that children flourish best when they know how they are expected to behave and should be free to play and learn without fear of being hurt or unfairly restricted.

## Aim

We aim to provide an environment in which there is acceptable behaviour and where children learn to respect themselves, other people and their environment.

## Methods

- We have a named person who has overall responsibility for issues concerning behaviour. This is Wendy Miles.
- We require the named person to:
  - \* Keep herself up-to-date with legislation and research and thinking on handling children's behaviour;
  - \* Access relevant sources of expertise on handling children's behaviour; and
  - \* Check that all staff have relevant in-service training on handling children's behaviour. We keep a record of staff attendance at this training.
- We require all staff, parents, volunteers and students to provide a positive model of behaviour by treating children, parents and one another with friendliness, care and courtesy.
- We require all staff, volunteers, parents and students to use positive strategies for handling any conflict by helping children find solutions in ways which are appropriate for the children's ages and ages of development - for example distraction, praise and reward.
- We familiarise new staff, parents and volunteers with the playgroup's behaviour policy and its rules for behaviour.
- We expect all members of the playgroup - children, parents, staff, volunteers and students - to keep to the rules, requiring these to be applied consistently.
- We praise and endorse desirable behaviour such as kindness and willingness to share.
- We avoid creating situations in which children receive adult attention only in return for undesirable behaviour.
- We recognise that codes for interacting with other people vary between cultures and require staff to be aware of - and respect - those used by members of the playgroup.
- When children behave in unacceptable ways, we help them to see what was wrong and how to cope more appropriately.
- We never send children out of the room by themselves.
- Techniques intended to single out and humiliate individual children, such as 'naughty chair', will not be used.
- We never use physical punishment, such as smacking or shaking. Children are never threatened with these.
- We do not use techniques intended to single out and humiliate individual children.
- We only use physical restraint, such as holding, to prevent physical injury to children or adults and/or serious damage to property. Details of such an event (what happened, what action was taken and by whom, and the names of witnesses) are brought to the attention

of our playgroup leader and are recorded in our Incident Book. A parent is informed on the same day and signs the Incident Book to indicate that he/she has been informed.

- In cases of serious misbehaviour, such as racial or other abuse, we make clear immediately the unacceptability of the behaviour and attitudes, by means of explanations rather than personal blame.
- We do not shout or raise our voices in a threatening way to respond to children's behaviour.
- We handle children's unacceptable behaviour in ways which are appropriate to their ages and stages of development - for example by distraction, discussion or by withdrawing the child from the situation.
- We work in partnership with children's parents. Parents are regularly informed about their children's behaviour by their key worker. We work with parents to address recurring unacceptable behaviour, using objective observation records to help us to understand the cause and to decide jointly how to respond appropriately.
- Parents who are deemed to be acting inappropriately to staff, other parents and volunteers will be asked to leave the premises immediately. They may be asked to take their child with them depending on the time of day. The playgroup will not accept any abusive actions or any behaviour which will have a detrimental effect on the well-being of the children and the overall setting. If parents are asked to leave, they should do so immediately. If they are not happy with the situation, they are entitled to put in a written complaint (see Complaints Procedure).
- The playgroup will not act on heresay about other parents and anyone having any grievances about the behaviour of staff, parents or volunteers should be prepared to make a written statement to substantiate that grievance.

### **Bullying**

Bullying involves the persistent physical or verbal abuse of another child or children. We take bullying very seriously.

#### **If a Child Bullies Another Child:**

- We intervene to stop the child harming the other child or children.
- We explain to the child doing the bullying why his/her behaviour is inappropriate.
- We give reassurance to the child or children who have been bullied.
- We help the child who bully receive praise when they display acceptable behaviour.
- We do not label children who bully.
- When children bully, we discuss what has happened with their parents and work out with them a plan for handling the child's behaviour.
- When children have been bullied, we share what has happened with their parents, explaining that the child who did the bullying is being helped to adopt more acceptable ways of behaving.

*This policy was adopted at a meeting of the Playgroup held on 23rd April 2007*

*Reviewed 12<sup>th</sup> November 2009 Amended 20<sup>th</sup> September 2010*

*Signed on behalf of the Playgroup Committee*