

Behaviour Management – POL003

Action for Children & Happy Bananas recognise 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 and families 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

At Happy Bananas all staff will promote consistent and positive behaviour. Parents/carers are encouraged to contribute to these strategies through paperwork sent home, raising any concerns or suggestions. Classroom teachers also contribute by providing the children's in class behaviour plans. Behaviour management in any Action for Children Children and Family Service will focus on the following principles:

- Staff and children will work together to establish a clear set of 'ground rules' governing all behaviour in a Children and Family Service. These will be based on the child's current behaviour plan to keep consistency.
- Positive behaviour should be reinforced with praise and encouragement.
- We will also encourage staff to re-direct children's energies by offering them alternative and positive options.
- Staff are encouraged to 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 will avoid shouting in the Children and Family Service. (expectations for young children's play and learning will be made).
- Staff will try to discuss concerns with Managers at the earliest possible opportunity in an attempt to help identify the causes of negative behaviour and share strategies for dealing with it.
- Children and their families who experience bullying, racism or other unacceptable behaviour will be given the confidence to speak out.

- Staff will encourage and facilitate mediation to try to resolve conflicts. We will achieve this through appropriate means for the child's ability. (discuss and negotiate with either the child and/or their Parent/carer.)
- Activities run within the Happy Bananas will be varied and fun so that children are engaged and supported in their learning and development.

In the event that unacceptable behaviour persists, more serious actions may have to be taken. At all times, staff and children will be informed of the potential consequences of their actions.

Physical punishment will not be tolerated within any Action for Children Children and Family Service. If staff feel there are any safeguarding issues relating to how a child's behaviour is managed then the Safeguarding Policy POL019 will be followed. If a staff member commits any act of violence or abuse towards a child or any other person at the Children and Family Service, the Safeguarding Policy will be followed. In the case of staff serious disciplinary action will be implemented, according to the provisions of the Action for Children Staff Disciplinary Policy and with parents it may be appropriate to call the police if deemed necessary.

Suspensions and Exclusions

Action for Children Children and Family Services are committed to dealing with negative behaviour in a non-confrontational and constructive manner.

Wherever possible, disruptive or challenging behaviour will be tackled collectively between staff, children and parents. However, there are occasions when such strategies alone will not alter or prevent negative behaviour. In such cases, further action will be necessary, including reviewing a child's or parent / carers access to the Children and Family Service, on either a temporary or permanent basis. This is covered further in subsequent paragraphs.

Persistent unacceptable behaviour from a child or parent / carer will result in a meeting with the Happy Bananas Management team and/or Action for Children management team. The management representative will discuss why their behaviour is unacceptable and the consequences of any further such incidents. Strategies will be developed to avoiding repeat incidents. A referral to an appropriate member of staff to provide 1:1 support may be more appropriate. They will work with the family to access any additional support from any other relevant agencies that may be needed. Details of all meetings, suspensions and exclusions will be recorded and kept.

As a last resort, the Children and Family Service has the right to temporarily suspend or permanently exclude a child or parent / carer in the event of persistent and irresolvable unacceptable behaviour. The Local Authority will also be informed via the appropriate Local Authority Officer.

Only in the event of an extremely serious or dangerous incident will a child be suspended from a Children and Family Service with immediate effect. After an immediate suspension has taken place, the Children and Family Service management team and Happy Bananas management team (Co-ordinator / Cluster Manager/ Project Manager) will arrange a meeting to discuss the incident and decide if it will be possible for them to return to the service.

Suspensions and exclusions should be seen as consistent, fair and proportionate to the behaviour concerned. In doing so, consideration should be given to the child's age, understanding and maturity. Any other relevant information about the child and / or, parent / carer their situation should also be considered.

Children or parents / carers will only be suspended or excluded from a Children and Family service as a last resort, when there is no alternative action that could be taken, or when it is felt that other children and/or staff are potentially at risk. Staff should always keep parents/carers informed about behaviour management issues relating to their child and attempt to work with them to tackle the causes of disruptive or unacceptable behaviour. This will be achieved through daily home/club diaries sent home detailing what their child did that day. Any incidents or other information will be relayed by phone call to Parents/ Carers by Management at the end of each day.

No member of staff may impose a suspension from a Children and Family Service without prior discussion with the management team (Co-ordinator / Cluster Manager/ Project Manager) and County / Borough Manager. Staff will consult the Children and Family Service Management Team as early as possible if they believe that a child's or parent's / carer's behaviour is in danger of warranting suspension or exclusion.

Once a suspension period has lapsed and before a child or parent / carer is permitted to return to a Action for Children Children and Family Service, there will be a discussion with the Children's Centre Co-ordinator / Cluster Manager/Project Manager and County / Borough Manager setting out the conditions of their return. This will also include Happy Bananas Managers and Group Leader.

This policy was adapted from Action for Children's policy to suit the needs of Happy Bananas by Mrs Catherine Sayer (Manager) on 21st April 2017. It will be reviewed and adapted every year. It has been witnessed and agreed by Mrs Jordan Garrett (Manager).

Legislation / guidance that informs this policy:

Health & Safety at Work Act 1974

Workplace (Health, Safety and Welfare) Regulations 1999

Linked policies:

Safeguarding – POL019

Health & Safety – POL012

Information Sharing v2 – POL017

Involving and Consulting Children – POL018

Partnerships with Parents and Carers – POL022

Physical Environment – POL023

Risk Management and Assessment – POL024

Special Needs – POL026