

## **Managing Children's Behaviour Policy**

### **Statement**

At Busy Bees Playgroup we believe 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 by anyone else.

### **Aim**

We aim to provide an environment where all children learn to respect themselves, other people and their environment.

We expect appropriate behaviour from everyone within the setting and aim to promote positive behaviour through our own good practice.

### **We commit to carry this out by**

- Allowing the Leader to work closely with all staff and volunteers in detailing what behaviour is acceptable and what is unacceptable.
- Insisting the staff stay up-to-date with legislation, research and thinking on handling children's behaviour.
- Accessing relevant sources of expertise on handling children's behaviour.
- Checking that all staff have relevant training on handling children's behaviour and providing the training for those who are not trained.
- Requiring all staff, volunteers and students to provide a positive model of behaviour by treating children, parents/carers and one another with friendliness, care and courtesies.
- Requiring all staff, volunteers 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 stages of development – for example distraction, praise and reward.
- Familiarising new staff and volunteers with the policies at Busy Bees Playgroup and spending the time with them to explain how we implement these on a daily basis with the children.
- Expecting all members of the playgroup – children, parents/carers, staff, volunteers and students – to keep to the Policy guidelines.
- Praising and endorsing desirable behaviour such as kindness and willingness to share.
- Avoiding creating situations in which children receive adult attention only in return for undesirable behaviour.
- Helping children assess their own behaviour and see what was wrong and how to cope more appropriately.
- Never sending children out of the room by themselves.

- Never using physical punishment, such as smacking or shaking. Neither are children ever threatened with these.
- Only using 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 who, and the names of witnesses) are brought to the attention of our Leader and are recorded in our Incident Book. The parent/carer 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.
- Handling children's unacceptable behaviour in ways which are appropriate to their ages and stages of development – for example by distraction, discussion or by withdrawal.
- Working in partnership with children's parents/carer. We work with parents/carers to address recurring unacceptable behaviour, using objective observation records to help us to understand the cause and to decide jointly how to respond appropriately.
- Reinforcing positive behaviour in children and offer alternative strategies to inappropriate behaviour.

### **Procedures we take to manage behaviour**

1. If a child is behaving inappropriately or breaking the rules a member of staff will approach that child, get down to their level and adopt eye contact with the child and tell them that their behaviour is not acceptable and they are to stop behaving in that way.
2. If the child continues to behave negatively or break the rules then the member of staff will issue the child with a verbal warning, stating that their behaviour is unacceptable and that if they continue with it then they will be taken away from that area.
3. If the child continues to ignore the adult and behave inappropriately then they are removed from that area and taken to a quieter area where they can sit and have the support of an adult in play. The leader/deputy will inform the child's parents that their behaviour has been unacceptable.

## **How we encourage Positive Behaviour**

### **Praise and Encouragement**

We will praise and encourage the positive behaviour so that qualities such as kindness, thoughtfulness, tolerance, perseverance and concentration are appreciated and acknowledged.

### **Reasoning**

We will reason and discuss with the children why they should or should not do something. This should help them to relate the behaviour to the consequence.

### **Phrasing**

We will endeavour to phrase directions and instructions, as far as possible, in a clear and positive way.

### **Layout**

We will endeavour to set up the playroom in such a way as to promote positive behaviour and reduce the possibility of problems occurring by.

- having areas clearly defined, allowing access to a range and choice of equipment.
- providing equipment that promotes co-operation and not competition.
- providing a range of stimulation activities which require concentration and perseverance.

## **Playgroup Rules for Boys and Girls**

- We must be kind to all our friends
- We must always share our toys
- No running
- No shouting
- No hitting, scratching, pushing or nipping
- Remember to flush the toilet and wash your hands
- We must listen to all adults in the room
- Remember to tidy-up all the toys after playing with them
- We must never open the door to strangers
- Have lots of fun!

These rules are applied by informing the children of the rules and talking about why we have them, making more sense of them, so that they are not only words to the children.

**The staff are also vigilant in applying the rules and ensuring that ALL children follow them.**

## **Modelling Behaviour**

The staff at Busy Bees Playgroup are committed to setting a positive example to all the children through our own behaviour.

### **We do this by:**

- regularly examining our own behaviour and conduct
- listening carefully to the children and valuing what they have to say and share
- giving the children clear and consistent explanations of the limits set
- ensuring that the children do not only receive attention for inappropriate behaviour, but praise each child when positive behaviour is displayed
- allowing children to express their own choices and preferences where appropriate
- acknowledging the children's feelings and encouraging them to express them verbally and creatively
- adhering to the rules of the group, showing the children that the rules apply to EVERYONE in the room
- respecting the children and adults in the group
- being mannerly

## **Valuing and Promoting the Partnership with Parents**

*(See Partnership with Parents Policy)*

We value the partnership we have with parents and will endeavour to inform and discuss with them on these matters.

### **In the event of persistent inappropriate behaviour:**

- The child's parents/carers will be involved
- The leader and Deputy leader (Sarah and Julie) will discuss the situation with the parents/carers in an attempt to find out the possible cause of the behaviour
- The leader/deputy along with parents/carers will together develop strategies to find the possible cause of the behaviour and carry these out both at home and in Busy Bees Playgroup
- A behaviour plan will be agreed and signed in order to best support the child.
- If it is necessary, and if permission is given, advice and assistance will be sought from relevant external specialists to address the problems
- In the event of persistent inappropriate behaviour the leader and deputy (Sarah and Julie) will approach the committee to discuss the behaviour and its outcome further (without naming the children involved).
- On rare occasions, we may ask Mr Peacock (Chairperson) to come and speak to a child/the children, especially if a child does not respond to the efforts of the staff in dealing with their persistent misbehaviour.
- In extreme cases, to protect other children and staff, we reserve the right to exclude a child from the group on either a temporary or permanent basis.

We need to consider the needs of **all** the children and adults in our Playgroup. Therefore, if we feel that a child is behaving negatively and endangering those around them, we will work with the parents and other professionals to ensure this child is placed in an environment where they are able to meet their full potential whilst receiving more specialist care.

We understand that there may be situations when a child simply does not settle with us at Busy Bees Playgroup and because of certain behavioural issues may need to be placed in a setting that is more suitable for their particular needs.

If this matter does arise it is done sensitively, as we understand this may be difficult and upsetting for the parents/carers.

PLEASE NOTE:

- \* We always seek to ensure that your child's best interests is at the forefront of all we do in Busy Bees Playgroup!**
- \* We will work with each child as an individual, and manage their behaviour as we see appropriate, according to their individual needs/understanding/behaviour.**
- \* We will take into consideration any additional needs that a child may have when managing their behaviour.**
- \* We value all input from parents/carers and other professional bodies and will strive to work in partnership with them in order to provide the most valuable and worthwhile learning experiences for your child.**
- \* What is stated in this policy is not an exhaustive list of action that may be taken. Staff have the flexibility to respond as they see fit in any situation, whilst always adhering to the overarching guidelines and spirit of this policy.**
- \* We fully expect all parents/carers to support us in all of these matters.**