



Behaviour Management Policy

Definition

We believe that children and adults flourish best in an ordered environment in which everyone knows what is expected of them and children are free to develop their play and learning without fear of being hurt or hindered by anyone else.

Purpose

We aim to work towards a situation in which children can develop self-discipline and self-esteem in an atmosphere of mutual respect and encouragement.

Procedure

We aim to work towards a situation in which children can develop self-discipline and self-esteem in an atmosphere of mutual respect and encouragement. This applies to all children who attend OSCARS during term time and during holiday play schemes.

In order to achieve this:

- Rules governing the conduct and behaviour of the children will be discussed and agreed within OSCARS and explained to all newcomers, both children and adults,
- All adults in OSCARS will ensure that the rules are applied consistently, so that children have the security of knowing what to expect and can build up useful habits of behaviour.
- All adults will provide a positive model for the children with regards to friendliness, care and courtesy.
- Adults in OSCARS will praise and endorse desirable behaviour such as kindness and willingness to share.
- We will take positive steps to avoid a situation in which children receive adult attention only in return for undesirable behaviour.

When children behave in unacceptable ways:

- Minor disturbances will be dealt with verbally by staff.
- Physical punishment, such as smacking or shaking will neither be used nor threatened.
- Children will never be sent out of the room by themselves.
- Techniques intended to single out or humiliate children will never be used, e.g. naughty chair.
- Children who misbehave will be given one to one adult support to see what was wrong and working towards a better pattern. It may be necessary to remove the child from the situation to do this.
- In cases of serious misbehaviour such as racial or other abuse, the unacceptability of the behaviour and attitudes will be made clear immediately by means of explanation rather than personal blame.
- In any case of misbehaviour it will be made clear that it is the behaviour and not the child that is unwelcome.



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- Adults will not shout or raise their voices, in a threatening way.
- Adults in OSCARS will be aware of and respect a range of cultural expectations regarding interactions between people.
- Any behaviour problems will be handled in a developmentally appropriate fashion, respecting individual children's level of understanding and maturity.
- Adults will be aware that some kinds of behaviour may arise from a child's special needs.

Disciplinary Procedure

- In the case of more serious problems, the Play Scheme Manager will speak to the parents and ask them to sign the Behaviour Incident book.
- The Behaviour Incident Book will be used to record misbehaviour on the day it occurred and it will be reported to the parent on the same day, who will be asked to sign the Behaviour Incident Book to confirm that they have been told.
- In the event of recurrent misbehaviour that is becoming unmanageable and uncontrollable, the situation will be referred to the Chairperson and committee.
- The decision to suspend the child temporarily may be taken if the behaviour is extreme and is threatening the wellbeing of the other children.
- The parent will be made aware that unless the child's behaviour improves, then a Behaviour Contract will be drawn up.
- A Behaviour Contract will be drawn up when a child's behaviour has become unacceptable and has continued without change after staff have exhausted all efforts to help the child improve their behaviour. The Behaviour Contract will list the behaviour that needs to be managed and improved by the child, and agreed and signed by both the child and the parent, and OSCARS Play Scheme Manager. The Behaviour Contract must be signed within 21 days from the date it was drawn up
- Once a Behaviour Contract has been drawn up and agreed, Behaviour Management Charts will be used to monitor both good and bad behaviour on a daily basis. This is to enable staff to gather and record evidence that the child's behaviour is improving and that the Behaviour Contract is being met.
- If it is not returned, then the management committee will have no option but to exclude the child from OSCARS for the remainder of the current school year.
- The Behaviour Contract will be reviewed on a regular basis and terminated at a later stage when all the behaviour issues have been reversed and are not recurring.
- Should the behaviour of the child not improve after the implementation of the Behaviour Contract, then the management committee have the power to exclude the child from the play scheme for the remainder of the current school year
- An application for a place at OSCARS in the following school year can be applied for and the child will be added to the waiting list.



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- Parents will have the opportunity to appeal against a decision to exclude within 28 days of receiving notification of exclusion in writing.

Behavioural Rules

- Parents are asked to ensure that their children understand the following requirements and restrictions, which are necessary for the safety of both children and play workers.
- Any form of Bullying, aggressive or abusive behaviour, either physical or verbal, to children or staff is not tolerated and will be dealt with by recourse to the disciplinary procedure as agreed by OSCARS management committee.
- Children should not climb on or over any fence, wall or gate.
- During outside play, children must only play in the areas approved by the school. Boundaries have been laid down both for security reasons and to minimise disruption to local residents.
- Children must not be allowed to bring to the play scheme any item or substance that is likely to endanger themselves or others.
- Children are expected to help clear away toys, equipment and litter when asked to do so by a play worker.
- Cases of theft from other children or from the play scheme, or deliberate damage to play scheme equipment or other children's belongings, will be referred to the management committee and the child's parents/carers will be liable for the replacement of the item or equipment.

Date first adopted by OSCARS management committee	1992
Date of latest review	23.02.2015
Review signed on behalf of OSCARS	C. Mumby
Position	Chairperson