



**'Little Apples'  
Afterschool Club**

### **Promoting Positive Behaviour policy**

We believe that children flourish best when they know how they and others are expected to behave. Children gain respect through interaction with caring adults who act as good role models, show them respect and value their individual personalities. Positive, caring and polite behaviour will be encouraged and praised at all times in an environment where children learn to respect themselves, other people and their surroundings.

Children need to have set boundaries of behaviour for their own safety and the safety of their peers. Within the club we aim to set these boundaries in a way which helps the child to develop a sense of the significance of their own behaviour, both on their own and those around them. Restrictions on the child's natural desire to explore and develop their own ideas and concepts are kept to a minimum. The club works along the Diamond rules of the school setting to provide consistency.

We aim to:

- Recognise the individuality of all our children
- Encourage self-discipline, consideration for each other, our surroundings and property
- Encourage children to participate in a wide range of group activities to enable them to develop their social skills
- Ensure that all staff act as positive role models for children
- Encourage parents and other visitors to be positive role models and challenge any poor behaviour shown
- Work in partnership with parents by communicating openly
- Praise children and acknowledge their positive actions and attitudes, therefore ensuring that children see that we value and respect them
- Encourage all staff working with children to accept their responsibility for implementing the goals in this policy and to be consistent
- Promote non-violence and encourage children to deal with conflict peacefully
- Provide activities and stories to help children learn about accepted behaviours, including opportunities for children to contribute to decisions about accepted behaviour
- Have a named person who has overall responsibility for behaviour management.

**The named person:** Tracey Brown for managing behaviour will:

- advise other staff on behaviour issues
- keep up to date with legislation and research

- support changes to policies and procedures
- access relevant sources of expertise where required and act as a central information source for all involved
- attend regular external training events, and ensure all staff attend relevant in-house or external training for behaviour management. A record will be kept of staff attendance at this training.

Club rules are concerned with safety and care and respect for each other. Children who behave inappropriately by physically abusing another child or adult e.g. biting, or through verbal bullying, will be required to talk through these actions and apologise where appropriate. The child who has been upset will be comforted and the adult will confirm that the other child's behaviour is not acceptable. It is important to acknowledge when a child is feeling angry or upset and that it is the behaviour is not acceptable, not the child.

### **When children behave in unacceptable ways:**

- Physical punishment such as smacking or shaking will be neither used nor threatened
- It may be necessary to use restraining action in an emergency, e.g. a child not understanding the immediate consequences of their behaviour such as dashing into a road and a member of staff having to pull them back
- There may be times where children may have regular occasions where they lose control and may need separate techniques. This will only be carried out by staff who have been appropriately trained to do so. Any restraints will only be done following recommended guidance and training and only with a signed agreement from parents on when to use it. An incident form will be completed following any restraints used and parents will be notified
- Children will not be singled out or humiliated in any way. Where children use unacceptable behaviour they will, wherever possible, be re-directed to alternative activities. Discussions with children will take place as to why their behaviour was not acceptable, respecting their level of understanding and maturity
- Staff will not raise their voices (other than to keep children safe)
- In any case of misbehaviour, it will always be made clear to the child or children in question, that it is the behaviour and not the child that is unwelcome
- How a particular type of behaviour is handled will depend on the child's age, level of development and the circumstances surrounding the behaviour. It may involve the child being asked to talk and think about what he/she has done. All staff will support children in developing empathy and this may include asking the child to apologise for their actions, where appropriate
- Parents will be informed if their child's behaviour is unkind to others or if their child has been upset. In all cases inappropriate behaviour will be dealt with in club at the time. Parents may be asked to meet with staff to discuss their child's behaviour, so that if there are any difficulties we

can work together to ensure consistency between their home and the club and also the school if behaviour is over spilling there too. In some cases we may request additional advice and support from other professionals, such as an educational psychologist

- Children need to be supported in developing non-aggressive strategies to enable them to express their feelings
- Confidential records will be kept on any inappropriate behaviour that has taken place. Parents will be informed and asked to read and sign any incidents concerning their child
- All children will be supported to develop positive behaviour, every effort will be made to provide for their individual needs

### **Anti-bullying**

Children need their own time and space. It is not always appropriate to expect a child to share and it is important to acknowledge each child's feelings and to help them understand how others might be feeling.

Children must be encouraged to recognise that bullying, fighting, hurting and discriminatory comments are not acceptable behaviour. We want children to recognise that certain actions are right and that others are wrong.

Bullying takes many forms. It can be physical, verbal or emotional, but it is always a repeated behaviour that makes other people feel uncomfortable or threatened.

Any form of bullying is unacceptable and will be dealt with immediately. At our club, staff follow the procedure below to enable them to deal with challenging behaviour:

- Staff are encouraged to ensure that all children feel safe, happy and secure
- Staff are encouraged to recognise that active physical should be channelled in a positive way
- Children need to be helped to understand that using aggression to get things is inappropriate and they will be encouraged to resolve problems in other ways
- Our staff are encouraged to adopt a policy of intervention when they think a child is being bullied, however mild or harmless it may seem
- Any instance of bullying will be discussed fully with the parents of all involved to look for a consistent resolution to the behaviour
- If any parent has a concern about their child, a member of staff will be available to discuss those concerns. It is only through co-operation that we can ensure our children feel confident and secure in their environment, both at home and in the club.
- All concerns will be treated in the strictest confidence.

By positively promoting good behaviour, valuing co-operation and a caring attitude, we hope to ensure that children will develop as responsible members of society.

<b>This policy was adopted on</b>	<b>Signed on behalf of the club</b>	<b>Date for review</b>