



POSITIVE BEHAVIOUR POLICY and PROCEDURE

Ashton Gate Out of School Care (AGOSC) promotes positive behaviour and aims to work with staff, children, parents and carers to create a stimulating and enjoyable environment where such behaviour is possible and expected.

As a play setting there is an expectation that children may be loud, excited and messy, provided this behaviour does not put them – or others – in danger or cause discomfort. We believe that the most effective way of achieving our aims is to encourage and praise children's positive behaviour.

Aims

We aim to encourage appropriate behaviour through:

- Praise for specific behaviours.
- Talking to children with the courtesy and respect that we expect of them.
- Negotiating ground rules in consultation with the children annually and displaying them in the house.

Relationships

Playworkers are expected to provide a caring, co-operative and safe environment respecting the children and other playworkers.

Children are expected to respect and co-operate with the playworkers and with other children.

We encourage everyone to respect the culture and beliefs of others and to value other people, their play and their opinions.

The role of the staff:

Staff are here to create the right environment and opportunities for children to play, be happy and make good progress. We are aware that children who are under-occupied can display unwanted behaviour and playworkers make an effort to engage children in positive activity to prevent this happening. Staff avoid at all times techniques which cause humiliation and any physical punishment. Escalation should be avoided wherever possible. The Play Centre Manager is responsible for behaviour management issues.

Key Person Scheme:

Each child attending AGOSC is assigned a key person. Children may be encouraged to talk to the member of staff who acts as their key person. The key person is responsible for monitoring the progress of the children they support.

Parental involvement:



We foster positive relationships with parents/carers and encourage them to talk to staff about how to help their child to behave positively at the club and to enjoy their time here.

Rewards and sanctions

Star Chart:

Children are rewarded for positive behaviour through praise and through a star chart system. Stars are awarded to each child and a small 'treat' can be chosen from a selection when 5 stars are earned. When 100 stars are earned the child is presented with a certificate.

1,2,3, Magic:

In the first instance of unacceptable behaviour the member of staff involved will remind the child of the rules. If unacceptable behaviour continues the staff will use the count out procedure *1, 2, 3 Magic*. The child has three warnings before being given time out from the group. The child will sit for one minute for each year of their age. For example a six year old will sit aside for six minutes. When the time has passed the child will rejoin the other children with a fresh start. If a child is placed on time out more than once during a session the unacceptable behaviour will be recorded in the incident book, to be signed by the parent/carer on collection.

The Use of Physical Interventions:

Staff will use physical interventions only as a last resort, and only then if they have reasonable grounds for believing that immediate action is necessary to prevent a child from significantly injuring themselves or others or to prevent serious damage to property.

Before reaching this stage, staff will have used all possible non-physical actions, such as dialogue and diversion, to deal with the behaviour. The child or children concerned will be warned verbally that physical intervention will be used if they do not stop. A dialogue will be maintained with the child or children at all times, so that the member of staff can explain what they are doing and why they are doing it.

Staff will make every effort to avoid the use of physical interventions if they are alone with the child or children. Only the minimum force necessary to prevent injury or damage should be applied. For example, by diverting a child or children by leading them away by a hand or by an arm around their shoulders.

Staff will use physical intervention as an act of care and control and never punishment. Physical interventions will not be used purely to force a child to do what they have been told and only when there is no immediate risk to people or property.

As soon as it is safe, the physical intervention should be gradually relaxed to allow the child or children to regain self-control. The force of the physical intervention will be always appropriate to the age, size and strength of the child or children involved.



If staff are not confident about their ability to contain a particular situation or type of behaviour, consideration will be given to calling the Play Centre Manager or, in extreme cases, the police.

Where a member of staff has had to intervene physically to restrain a child, the Play Centre Manager will be notified and the incident recorded in the Incident Book. The incident will be discussed with the parent/carer at the earliest possible opportunity.

If a staff member commits any act of violence or abuse towards a child at AGOSC, serious disciplinary action will be implemented, according to the provisions of the Staff Disciplinary Procedure.

Procedure

All incidents of unacceptable behaviour are recorded in the incident book. Reports are to be signed by the parent/carer on the same day. The Play Centre Manager is responsible for behaviour management issues.

Positive Behaviour Plan:

If any child experiences recurring incident of inappropriate behaviour (3 or more incident reports within 1 week), the staff may request a mediation meeting with the child and their parents/carers. The child and adults will work together to identify how they can encourage and support the child to improve their behaviour and progress.

Emergency Procedure:

The Play Centre Manager has the power to suspend a child immediately for serious misconduct, for example; seriously threatening the health or safety of other children or staff.

The parent/carer must arrange for the child to be collected immediately.

The incident will be recorded in the incident book and the child will be excluded for an agreed period of time.

An exclusion form will be completed by the Play Centre Manager, who will ask the child's parent/carer to sign as acknowledgement. A copy will be given to the parent/carer and the details of the exclusion and terms for return will be detailed therein.

Any use of the emergency procedure will be reported to the Management Committee (MC) immediately - the Play Centre Manager will speak in person or by telephone to the chair or vice chair on the day of the incident. This will be recorded in the incident book.

The MC reserves the right to prevent re-entry to the club. Permanent exclusion will only be issued at a meeting with the child's parent/carer, Play Centre Manager and a member of the MC.

See also: Anti-Bullying Policy