BEHAVIOUR AND DISCIPLINE POLICY

As children develop, they need guidance to learn the appropriate behaviours and social skills expected of them within our society. We will therefore guide the children through this process and support them by modelling appropriate behaviour, respect and manners and by teaching them alternatives to any unacceptable behaviour. Focus will be on reinforcing positive behaviours through rewards and praise, rather than consistent punishment for negative behaviour and through teaching the children about their own emotions and those of others, so that they can learn ways to regulate their emotions.

The role of parents/carers in this process is crucial; a child's key carer will therefore work in close partnership with their parents/carers to ensure the disciplinary techniques are consistent both at home and at the setting.

There are three basic rules in place at the setting which are concerned with safety and care. They encourage respect and consideration for others. Children will be helped to learn these rules and will be encouraged to follow them. These are:

1. I will not let any part of my body hurt anybody else – kind hands, feet and words
2. I will take care of my surroundings
3. I will be polite and helpful to others

Procedures

We, as a setting, will:

- Be positive role models and demonstrate good values, behaviour, respect and manners.
- Use praise and rewards to promote positive behaviour.
- Encourage self-discipline, consideration for others, our surroundings and property.

Managing inappropriate behaviours

- Here at Little Steps Day Care we follow the 1,2,3 Magic program.
- If a child displays inappropriate behaviour, staff will first, using age appropriate language, explain what is expected of them and why:
    1. Ask the child to stop the behaviour, explain why and give an alternative (e.g. "Child A, please stop throwing the sand, you may hurt someone's eyes. If you want to practice throwing, lets find a ball".)
    2. If behaviour continues, a staff member will begin using the 1,2,3 process, saying to the child "That's 1" and holding up 1 finger. They will then repeat the request " please stop throwing the sand".

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3. If behaviour still continues, the staff member will continue to count, saying "that's 2, please stop throwing the sand".
4. If the behaviour still continues, the staff member will continue counting, saying "That's 3, lets take some time out". The staff member will then guide the child away from the area they are currently playing and be encouraged to play elsewhere.

- Physical intervention (picking up and removing a child from an area) will only be used if they are going to physically or emotionally harm others, harm themselves or damage property.
- Physical or corporal punishment will NEVER be used within the setting and will result in instant dismissal of staff if this ever occurs.

Managing Persistent Inappropriate Behaviour

In the cases of persistent behavioural difficulties, the following procedure will be followed:

- The child's key carer will discuss with parent/carers different strategies that can be used at the setting and at home to help the child learn the boundaries and expectations of their behaviour.

- If the challenging behaviour persists, a meeting with the child's parents/carers, key carer and management team will be arranged and ABC (Antecedent, Behaviour, Consequence) observations will be performed over a set time period to work out causes and triggers of the behaviour. The results of this will then be used to develop a Behaviour Support Plan, which will be discussed with parent/carers and put into place, both at home and at the setting, to help support the behaviour.

- If, after 6 weeks, the Behaviour Support Plan has shown no improvements in the behaviour, external support may be sought.

- If external support is sought, an amended Behaviour Support Plan will be developed, incorporating the guidance and advice given. If after a further 6 weeks no improvements in behaviour are seen, we may consider temporary or permanent exclusion.

Exclusion of a child on the grounds of behaviour

Little Steps Day Care will only consider temporary or permanent exclusion of a child as a last resort, when all other practical means have been tried and found ineffective and the behaviour causes a concern for the other children and staff's well-being.

Temporary Exclusion of a day will be considered following a serious incident of violent and/or uncontrollable behaviour and is perceived to represent a significant risk to the well-being of other children or members of staff. When enforcing a temporary exclusion, a member of the management team will contact the parent, following the incident, to inform them of what has happened and request the child be collected within the hour. If this is not possible, arrangements will need to be made for another person to collect the child. The child will then be excluded from the setting for their next nursery session. For example, if the child usually attends on a Monday, Wednesday, Friday and the incident were to happen on the Wednesday, the child will not be able to attend their next session on the Friday. Excluded sessions are not refundable, due to the situations being outside of the settings control.

Permanent Exclusion will be considered in one or more of the following circumstances:

- A child exhibits repeated violent and/or uncontrollable behaviour and is perceived to represent a significant risk to the well-being of the other children and/or to members of staff's
- A child persistently directs abusive or threatening language towards either a member of staff or to another child
- It is felt that the commitment from parents in improving their child's behaviour is not sufficient and there is little acceptance of responsibility for their child's behaviours.

A letter to the parents/guardians will be sent informing them of the decision to exclude the child.