

Peak Time Kids Club

Behaviour Management Policy

Peak Time holds the rights of the individual as central to its policy on behaviour. All children are included in discussion of acceptable and unacceptable behaviours and are encouraged to reflect on their behaviour as a result of these discussions. Peak Time aims to develop a sense of caring and respect.

- When confronted with negative behaviour, staff will be clear to distinguish between *disengaged*, *disruptive* and *unacceptable* behaviour.
 - Disengaged may indicate a child is bored, unsettled or unhappy. With sensitive intervention a child can often be reengaged.
 - Disruptive behaviour prevents others from enjoying themselves. Staff will discuss and agree the best way to deal with this.
 - Unacceptable behaviour is non-negotiable and may include discriminatory remarks, violence or bullying or destruction of equipment.
- Positive behaviour will be reinforced with praise and encouragement.
- Negative behaviour will be challenged and, wherever possible, any recipient of such behaviour will be given priority attention.
- Staff will try to set a positive example by behaving in a tolerant manner themselves, promoting an atmosphere of mutual respect.
- Staff will avoid shouting at work.
- If unacceptable behaviour persists consideration will be given to the underlying causes: whether the child is bored or unhappy, whether the play opportunities are varied and stimulating; whether they are relevant to the child's developmental stage.
- When an incidence of negative behaviour occurs, staff will listen to the child or children and hear their reasons for their actions. Staff will explain what was negative about their behaviour and that such actions have consequences for both themselves and other people.
- Staff will encourage mediation between children to try to resolve conflict by discussion and negotiation.
- Staff will make every effort to ensure that children understand. Children will always be given the opportunity to make amends for their behaviour and, unless it is judged inappropriate, be able to rejoin the activity.
- The co-ordinator will speak to parents/carers when unacceptable behaviour has been exhibited and complete an incident form which will be signed by the parent/carer.
- Where unacceptable behaviour persists the Co-ordinator will bring the matter to the attention of the Management Committee which could result in exclusion.
- Staff will be clear that unacceptable behaviour refers to non negotiable actions and may include discriminatory remarks, violence, bullying or destruction of equipment. It will involve the child being temporarily removed from the activity session.

We at Peak Time have a duty to promote the fundamental British Values - Democracy, Rule of Law, Individual Liberty, Mutual Respect and Tolerance of those of different Faiths and Beliefs to help prepare children for life in modern Britain.

At Peak Time we have introduced a Good Citizens Award which is presented monthly to a child who has shown a caring and empathetic attitude to others and has cooperated within the group. Who understands, follows and encourages others to follow rules. Shows respect for themselves and others. They are presented with a medal and a trophy, the trophy they can keep for a month.

Behaviour policy relating to Couriers

- All children must wear seat belts.
- Children should sit in the back seat of the car in line with legislation.
- Children must not open windows or doors (which should be fitted with child locks)
- Children should not distract the driver in any way.
- If unacceptable behaviour persists when challenged, the driver should pull over when safe to do so and discuss the situation with the child/children concerned. The incident should be brought to the attention of the co-ordinator, who will complete an incident form. The co-ordinator will discuss the behaviour with the child/children concerned and their parents/carers on collection.
- Persistent unacceptable behaviour will lead to exclusion.

Exclusion

Children will be excluded from the club if the co-ordinator believes their behaviour to be disruptive to the point of being harmful to themselves or others. The following procedure will take effect;

1. The co-ordinator will speak to the child about his/her behaviour
2. The co-ordinator will speak to the child's parents/carer
3. The co-ordinator will discuss the behaviour with the management committee and a letter should be sent to the parents to try to resolve the child's behaviour.

In the absence of the co-ordinator the senior member of staff on duty will assume the role.