***Behaviour Management Policy***

The AYA strives to provide good quality child care in a warm, friendly, happy and supportive setting. We are committed to providing a safe environment where the physical, mental and emotional health of the children is assured. At AYA, we pledge to establish a supportive atmosphere that promotes positive behaviour and relationships; a place where children, staff and volunteers treat each other with care and respect. We strive to provide an inclusive setting that supports all children as they take increasing responsibility for themselves and their actions. We encourage the children to consider the welfare and wellbeing of others.

**Promoting positive Behaviour**

At AYA, we want to encourage positive behaviour from the children through inclusion and responsibility. With this in mind, we promote positive behaviour by including the children in rule making, daily routines and by encouraging leadership. By engaging in these processes, we hope to develop in the children a sense of belonging, ownership and responsibility for AYA.

The children are made aware of what is expected of them during a session and what they can expect from the staff. When these expectations are clear to children, they can make informed choices about how they choose to behave.

The Managers will always be a point of reference to Play Workers and Volunteers who may be not yet have had training on dealing with challenging behaviour. They provide support and guidance on how to cope with particular issues and use words and phrases to encourage a positive outcome (i.e. **“**I statements” - “I really enjoy seeing you share that football”; “I feel sad when you say things to upset others” etc.). They also use strategies to avoid situations that can cause conflict and difficult behaviour (e.g. ensure that enough resources are out for the children to share, and alternatives provided for those who find sharing difficult.)

At AYA we understand that challenging behaviour can have an impact on staff, and that this can in turn impact on how the behaviour is dealt with. We encourage our staff to remain professional in these situations by asking for help from senior staff. The club Manager will keep information on useful outside agencies that can be helpful when dealing with behaviour issues.

The club recognises that children can develop challenging behaviour when they are tired, hungry or frustrated. Staff endeavour to be aware of children’s individual needs to alleviate certain triggers. It also recognizes that good planning and age appropriate activities reflecting the interests of the children can prevent challenging behaviour from occurring.

**Expectations of children:**

At AYA we expect the following of the children in our care:

* to respect each other, staff and visitors
* to play in a safe and sensible way
* to show courtesy to each other, staff and visitors
* to take responsibility for their behaviour and for their property
* to be as independent as possible and to join in with the daily routines
* to look after the ASC toys and resources, and to return them when they have finished playing, in the condition in which they were found.
* to tidy up their own mess and to help others tidy when they are done.

**Expectations of Staff:**

The AYA children, committee and families can expect the following from the Play Workers:

* to never use physical punishment, such as smacking or shaking. Children are never threatened with these.
* to respect the children, visitors and each other
* to manage the children’s behaviour in an effective and appropriate manner for their stage of development and particular individual needs
* to provide a caring and safe environment for the children.
* to be a role model for courtesy and manners. They are expected to help children in their daily routines, while fostering the children’s independence
* to adhere to the Policies specific to them and their role at the AYA.

**Unacceptable Behaviour**

At no time will AYA tolerate the following behaviour from the children, staff or visitors:

* Bullying or threatening in any manner, verbal or physical
* Aggressive, confrontational or sexually inappropriate behaviour
* Behaviour that is intended to result in conflict or harm of others

**Procedures for Dealing with Unacceptable Behaviour**

The Club Managers are responsible for the management of challenging behaviour at AYA. They will instigate the procedure outlined in this document when they deem it appropriate. The AYA will treat each child with challenging behaviour through individual strategies developed in conjunction with their family. Families of children with challenging behaviours, as well as the AYA Committee, will be informed of this before the behaviour reaches a critical stage. We have access to a confidential area within the school to discuss any concerns. The following procedures have been developed to be able to keep children with challenging behaviour at the AYA. Should this prove impossible over a period of time, or if the safety of the child in question, other children or staff can no longer be guaranteed, then, as an ultimate sanction, the child must be excluded from the AYA. In the case of violence or behaviour that poses an immediate danger, a temporary sanction is reserved in which a child is required to be collected directly. A meeting with the family of the children involved, the AYA Manager, any staff involved and Admin Manager or a member of the Management Committee will be held as required to discuss the behaviour. Where required to do so, ASC will notify Ofsted, the local authorities and any other outside agencies of such incidents. Procedures at a number of different stages apply.

INCIDENT STAGE:

* Unacceptable behaviour will be challenged by staff as it occurs, or as soon as possible, in a non-violent, non-confrontational and fair manner.
* Serious incidents and persistently recurring unacceptable behaviour will be recorded onto an Incident Form and filed. It will be signed by the parents or guardians of the children involved as well as an AYA Manager. This is for the benefit of the workers’ awareness and to assist them in dealing with continuously challenging behaviours in a fair and consistent way.
* Parents and guardians can expect to be informed on the day of the incident and of how the incident was dealt with by the Club Manager.

CONCERN STAGE:

* In the case of continual unacceptable behaviour, the Club Manager will approach the family of the child to develop a co-operative plan or to develop strategies to help the child with their behaviour. The school SENCO may also be approached if strategies are already in place for the child at school to ensure continuity. This plan will be documented and filed in the child’s individual file and kept in a locked cabinet. The Club committee will be informed.
* The execution of this plan will be monitored and reviewed by the Club Manager. Enough time is required to ensure the child is given every opportunity to develop. If the Club Manager considers a change to be both productive and necessary, they shall implement this. Communication between parents, Club staff and the SENCO is invaluable at this stage, and all communications will be held in confidence in line with our Confidentiality and Information Sharing Policy.
* If no positive development in the child’s behaviour has occurred and the behaviour continues to impede the effective running of the Club, a temporary sanction requiring immediate collection of the child may be used.

REFERRAL AND SANCTION STAGE.

* Persistent unacceptable behaviour that has not been resolved or changed by the above procedures, and which affects the safety of other children will be referred to the Management Committee.
* The Management Committee is expected to consider the exclusion of the referred child. The parents of the child will be invited to participate in the meeting.

**It is hoped that most incidents can be worked through and resolved with all parties quickly and fairly.**

Children’s Behaviour agreement

* Good behaviour results in being praised.
* Feeling proud of myself.
* Name on recognition board.
* Choose something from the treat tub.

Unacceptable behaviour will be addressed in this way:

* Staff members will talk to the child and give them the chance to change behaviour and make good choices.
* Next instance – verbal warning from a member of staff, this will be related back to which of the club rules the behaviour is breaching.
* A staff member will discuss behaviour with the child and their parents/carers on collection.

| This policy was adopted by: AYA | Date: 01/09/23 |
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| To be reviewed: 01/09/24 | Signed |

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2017): Safeguarding and Welfare Requirements: Health [3.45-3.46]*