

## Behaviour Management Policy

We believe that children flourish best in a calm, ordered environment and all children are free to develop their play and learning without fear of being hurt or hindered by anyone else.

We aim to work towards a situation in which children can develop self-discipline and self-esteem, in an atmosphere of mutual respect and encouragement. Staff will never use physical punishment or ridicule or humiliate any child.

We have a Pre-school Behaviour Management Officer. She is responsible for matters relating to behaviour management issues and ensures all the staff follows our policy and practice.

In order to achieve this:

- 1 All staff will provide a positive role model for the children with regard to friendliness, care and courtesy.
- 2 All new parent/carers will receive copies of the behavior policy and pre-school rules.
- 3 Staff will be aware of different kinds of behaviour that may arise from a child's special needs, by discussing with the child's key worker, use of registration and child profile forms.
- 4 Our Pre-school rules are made up by the children with staff support.

(September 2010 - July 2011)

- ◆ Be nice to each other, we are all friends at pre-school.
- ◆ No running - walking feet.
- ◆ Share with our friends, no snatching.
- ◆ Wash our hands after using the toilet and before we eat.
- ◆ We take care of all the toys
- ◆ Listen with our ears
- ◆ Look with our eyes.
- ◆ Look after the books.
- ◆ Keep our hands and feet to ourselves.

5 All staff will ensure rules are followed at all times. Copies of the rules can be found on the boards.

6 The staff will help and encourage the children to understand about being kind to each other and acknowledge each other's feelings. Through allowing children to resolve problems and conflicts with staff support.

How the pre-school staff help children to solve problems and resolve conflicts:

### **Approach calmly**

- ◆ Observe what is happening
- ◆ Place self between children, on their level
- ◆ Use a calm voice and a gentle touch
- ◆ Stop hurtful actions

### **Acknowledge Feelings**

- ◆ Describe feelings observed
- ◆ Let children know you are going to hold the object

### **Gather Information**

- ◆ Ask open ended questions "what's the problem"

### **Restate the problem**

- ◆ Clarify the problem "so the problem is..."
- ◆ Check with each child.

### **Ask for solutions and choose together**

- ◆ Encourage children to talk to each other to think of solutions, " what can we do to solve the problem"
- ◆ Offer your ideas if needed.
- ◆ Give a choice of two if not developmentally ready.

### **Be prepared to give follow-up support**

- ◆ Stay near.
- ◆ Comment "You solved the problem"
- ◆ If the problem seems unfair but the children are happy with their decision

let them.

7 Staff will always praise good behaviour and achievements, through rewarding stickers and certificates and verbal praise.

8 Three step rule

When dealing with children's challenging behaviour, staff to follow the 3 step rule.

- ◆ First warning that unacceptable behaviour 'This is not the kind of behaviour we have in pre-school'. Explain to child what the pre-school rule/s may be.
- ◆ Second warning that unacceptable behaviour 'I've asked you to do (...) and your choosing not to listen to me'
- ◆ Final warning - 'I've asked you twice not to do (...), I am now telling you that you need to do .....
- ◆ If child still not listening - time out with adult - at end of time out ask the child if they know why they are sat with adult.

9 If a child needs time out for breaking rules or needs physical restraint such as holding to prevent physical injury to self and to others. Staff will sit with the child in the reflection area to allow the child to express own feelings if needed and once child has calmed down the member of staff will talk through the problem with the child. Once all is resolved the child may re-join the group.

10 Children will only be timed out in the reflection area with a member of staff present.

11 Staff will not ever label a child only the behaviour or actions that are not accepted.

12 Staff will attend regular training in regard to behaviour management.