



Totterdown Preschool

Behaviour Management Policy

Statement of intent.

Totterdown Preschool believes that children flourish best when they know how they are expected to behave and should be free to play and learn without fear of being hurt or unfairly restricted by anyone else.

Aim

The preschool aims to provide an environment where all children learn to respect themselves, other people and their environment. We expect appropriate behaviour from everyone within the setting at all times

Methods

- The Preschool Manager has overall responsibility for issues concerning behaviour.
- We require the Preschool Manager to:
 - Keep up-to-date with legislation and research and thinking on handling children's behaviour;
 - Access relevant sources of expertise on handling children's behaviour; and
 - Check that all staff have relevant training on handling children's behaviour. We keep a record of staff attendance at this training.
- We require all staff, volunteers and students to provide a positive model of behaviour by treating children, parents/carers and one another with friendliness, care, courtesy and respect.
- We require all staff, volunteers and students to use positive strategies for handling any conflict by helping children find solutions in ways which are appropriate for the children's ages and stages of development - for example distraction, praise and reward.
- We familiarise new staff and volunteers with the preschool's Behaviour Management Policy.
- We expect all members of the preschool - children, parents/carers, staff, volunteers and students - to keep to the Behaviour Management Policy guidelines, requiring these to be applied consistently.

- We will discourage negative comments from the other children concerning the child and their behaviour. Victimisation by other preschool parents will not be accepted.
- We praise and endorse desirable behaviour such as kindness and willingness to share.
- We avoid creating situations in which children receive adult attention only in return for undesirable behaviour.
- When children behave in unacceptable ways, we help them to see what was wrong and how to cope more appropriately.
- We never use physical punishment, such as smacking or shaking. Children are never threatened with these.
- We only use positive touch, such as holding, to prevent physical injury to children or adults and/or serious damage to property. Details of such an event (what happened, what action was taken and by whom, and the names of witnesses) are brought to the attention of our Preschool Manager and are recorded in our Incident Book. The parent/carer is informed on the same day and signs the Incident Book to indicate that he/she has been informed.
- In cases of serious misbehaviour, such as racial or other abuse, we make clear immediately the unacceptability of the behaviour and attitudes, by means of explanations rather than personal blame.
- We aim to not shout, however this may be unavoidable if a child is in immediate danger and we need to get their attention.
- We handle children's unacceptable behaviour in ways which are appropriate to their ages and stages of development - for example by distraction, discussion or by withdrawing the child from the situation.
- We work in partnership with children's parents/carer. We work with parents/carers to address recurring unacceptable behaviour, using objective observation records to help us to understand the cause and to decide jointly how to respond appropriately.
 - We do not label a child, ie say that they are naughty. We may label the action but never the child.
 - We always encourage the children to say sorry for their actions. We understand that this is sometimes a learnt response, and not always understood but believe that it is important part of the process and one that benefits all the children involved.

Bullying

Bullying involves the persistent physical, verbal, emotional or psychological abuse of another child, children or adult. We take bullying very seriously.
If a child bullies another child or children:

- We intervene to stop the child harming the other child or children;
- We give reassurance to the child or children who have been bullied;
- We explain to the child doing the bullying why her/his behaviour is inappropriate;
- We help the child who has done the bullying to say sorry for her/his actions;
- We make sure that children who bully receive praise when they display acceptable behaviour;
- We do not label children who bully;
- When children bully, we discuss what has happened with their parents/carers and work out with them a plan for handling the child's behaviour; and
- When children have been bullied, we share what has happened with their parents/carers, explaining that the child who did the bullying is being helped to adopt more acceptable ways of behaving.

If an adult bullies another person:

- We will follow the Disciplinary Policy and Procedure if a member of staff behaves negatively towards any child or adult.
- If a parent/carer or visitor behaves in an inappropriate manner towards any child then we will follow the guidelines of our Child Protection Policy. This includes spreading malicious gossip either verbally or using social media which results in the victimisation of a child.
- If a parent/carer or visitor behaves in an inappropriate manner towards any adult then we will follow the procedures below:

Stage 1

- ❖ inform Preschool manager.
- ❖ they will then speak to the parties involved
- ❖ a meeting arranged between all parties to discuss and try and resolve the matter

Stage 2

In the event that the matter cannot be resolved at Stage 1 then a formal meeting with all parties and the Manager and Directors of the Preschool will take place. If the matter cannot be resolved the Preschool would then follow the Complaints Procedure.

A record will be held of all communication and all parties requested to sign

Agreed by Claire Childs and Shamira Lumsden

Reviewed August 2021

STAFF ACKNOWLEDGEMENTS

I have read this policy and will adhere to it in future practice.