

Behaviour Management Policy and Procedure: (including Anti-Bullying)

In line with the Rights of Children and Young Persons (Wales) Measure 2011 and the UN Convention on the Rights of the Child we believe that children in our care have the right to feel safe and valued as individuals, and it is our policy to model and promote behaviour that encourages mutual respect.

It is the policy of Kinnerton Little Acorns that no physical punishment – or the threat of it - is used to moderate children's behaviour. Children are never shaken, smacked, humiliated, shouted at, intimidated or shamed. Restraint, or holding, is never used except when necessary to avoid or prevent personal injury to the child, other children or an adult, or serious damage to property.

It is the policy of Kinnerton Little Acorns to challenge any bullying that may be perceived during operational hours.

It is our policy that everyone who attends, works in or visits Kinnerton Little Acorns has the right to enjoy the service we provide and all who attend our provision are expected to conduct themselves in a manner that is mindful of the presence of children.

We do this by

- Operating an effective equality and inclusion policy.
- Recruiting and employing staff who understand what is and is not acceptable behaviour and keeping our training up to date.
- Ensuring our staff (including volunteers and students on placement) present positive role models and attitudes.
- Designating the role of Behaviour Management Officer to the Childcare Lead for the relevant session.
- Applying a positive approach to managing children's behaviour which is based on praise and encouragement and planning activities that maintain engagement with children.
- Encouraging children to learn what is right and wrong, and involving them as they are able, in discussions about what is acceptable and what is not acceptable behaviour.

- Encouraging children to talk about their feelings, and learn to express them in appropriate ways, learning independent self-discipline.
- Observing children within our daily routines, noting any changes of behaviour, and looking for 'triggers' such as hunger, tiredness or frustration.
- Celebrating examples of good behaviour.
- Working with parents to understand and modify children's behaviour that is unacceptable.

When a child's behaviour is unacceptable, we respond by:

1. Intervene in the situation as soon as an incident occurs.
2. Establish eye contact and use appropriate language with all children involved.
3. Ask the perpetrating child to be removed from the situation/activity so that you can talk to them without distraction and so that no further harm to themselves or others can happen.
4. Help the child understand why their specific action/behaviour is not acceptable here (do not make the child themselves feel unliked by staff or the other children).
5. Try to provide privacy and dignity as appropriate, consider a child's level of understanding and any personal issues that may have an impact.
6. Show support for any victim (this may be undertaken by another member of staff).
7. Record significant incidents and any action taken in the Behaviour Incidents Book (this is located in the office) at the time of the event or as soon as the session finishes.
8. Report each child involved on a separate form.
9. Inform parents via phone call at the time of the incident or if no answer or ability to leave a voicemail, text the parent and inform them of an incident that has occurred and that they will need to call back as soon as possible.

If unacceptable behaviour continues the relevant Childcare Lead will monitor and record the child's progress and share information with the child's parents/carers and any relevant external professionals who may be involved. Information sharing is in line with the confidentiality policy.

If further unacceptable behaviour continues, we may follow the steps outlined in our Exclusion Policy

CIW will be informed of any changes to this policy and procedure within 28 days.

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| This behaviour management and anti-bullying policy and procedure was passed for use in Kinnerton Little Acorns | |
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| On: 17 th July 2024 | |
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| By: Kayleigh Ho | Position: Administrative Manager |
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| Date of planned review: 1 st July 2025 | Date CIW informed of changes: N/A |
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