



## **Wrap Around and Holiday Club Behaviour Management Policy**

Dawn Until Dusk Ltd. uses effective behaviour management strategies to promote the welfare and enjoyment of children attending the Club. Working in partnership with parents, we aim to manage behaviour using clear, consistent and positive strategies. The Club rules are clearly displayed at every session, and are discussed regularly. The Club's designated member of staff responsible for behaviour management is The Club Manager.

Whilst at Dawn Until Dusk Ltd. we expect children to:

- Use socially acceptable behaviour
- Comply with the Club rules, which are compiled by the children attending the club
- Respect one another, accepting differences of race, gender, ability, age and religion
- Develop their independence by maintaining self-discipline
- Choose and participate in a variety of activities
- Ask for help if needed
- Enjoy their time at the Club Encouraging positive behaviour

At Dawn Until Dusk Ltd. positive behaviour is encouraged by:

- Staff acting as positive role models
- Praising appropriate behaviour
- Sticker rewards (where appropriate)
- Informing parents about individual achievements
- Certificates for exceptional accomplishments

Offering a variety of play opportunities to meet the needs of the children attending the Club, it is inevitable that as children develop and learn, there are times when they need support and guidance to understand that their behaviour is not acceptable. Staff at the Club will try to determine the cause or triggers of the inappropriate behaviour to prevent the situation from recurring.

At the start of each session the rules of the club will be shown and discussed with children. The consequences of behaviours will be explained as follows.

- In the first instance of negative behaviour, the child will be shown a yellow card and the behaviour will be discussed with the child, offering a more positive way of dealing with their emotions.

- On the second instance of negative behaviour a red card will be shown and the child will be given time out to reflect on their behaviour for 1 minute per year of their age. EG- if the child is 5 years old the child will have 5 minutes reflective thinking time.
- The behaviour is to be discussed with the child at the end of their reflection time and support given to how to promote positive behaviour.
- Should the behaviour continue a courtesy call is to be made to the child's parents to inform them of their behaviour.

All children are to be treated as individuals. Supporting the children is vital and understanding if the child has any SEND needs, they are taken into consideration and adjustments are to be made to encourage them to understand the behaviour they are displaying is unacceptable.

Staff actions:

- Staff will discuss why the behaviour displayed is deemed inappropriate.
- Challenging behaviour will be addressed in a calm, firm and positive manner.
- Staff will give the child an opportunity to explain their behaviour, to help prevent a recurrence.
- Staff will encourage and facilitate mediation between children to try to resolve conflicts through discussion and negotiation.
- If the inappropriate behaviour appears to be as a result of boredom, staff will consult with the child to find activities that more fully engage them.
- Staff will consult with parents to formulate clear strategies for dealing with persistent inappropriate behaviour.
- We will not threaten any punishment that could adversely affect a child's well-being (eg withdrawal of food or drink).

#### Parental Support:

By booking a place for a child at a Dawn Until Dusk setting, parents acknowledge that they have read and agreed to the following agreements.

- Parents will work with the members of staff and Manager within the setting to agree and support appropriate support to encourage positive behaviour.
- Behaviour support plans will be implemented and discussed with the child's parents/carers including strategies to support the child's behaviour to provide a uniformed approach.
- If requested, parents will ensure that their child is collected from club within a timely manner.
- If parents refuse to collect their child after a serious incident or their behaviour warrants collecting, Dawn Until Dusk Ltd will refuse to accept withstanding or future bookings for their child to attend our provisions.

If after consultation with parents and the implementation of behaviour management strategies, a child continues to display inappropriate behaviour, the Club may decide to exclude the child in

accordance with our Suspensions and Exclusions policy. The reasons and processes involved will be clearly explained to the child.

#### Physical intervention

Physical intervention will only be used as a last resort, when staff believe that action is necessary to prevent injury to the child or others, or to prevent significant damage to equipment or property. If a member of staff has to physically restrain a child, the manager will be notified and an Incident record will be completed. The incident will be discussed with the parent or carer as soon as possible. If staff are not confident about their ability to contain a situation, they should call the manager or, in extreme cases, the police.

All serious incidents will be recorded on an Incident record and kept in the child's file. This may be used to build a pattern of behaviour, which may indicate an underlying cause. If a pattern of incidents indicates possible abuse, we will implement child protection procedures in accordance with our Safeguarding policy.

#### Corporal punishment

Corporal punishment or the threat of corporal punishment will *never* be used at the Club. We will take all reasonable steps to ensure that no child who attends our Club receives corporal punishment from any person who cares for or is in regular contact with the child, or from any other person on our premises.

Any data that is recorded will be kept in accordance with the General Data Protection Regulation (GDPR) 2018.

Dawn Until Dusk Limited ensures any personal data collected will be retained securely for as long as necessary and only used for legitimate childcare related activities to facilitate the delivery of childcare services, or for the purpose of preventing and/or detecting fraud and/or crime, in accordance with the General Data Protection Regulation (GDPR) 2018.

Dawn Until Dusk Limited's Data Protection Policy is available from the website at [www.kidsdawntildusk.co.uk](http://www.kidsdawntildusk.co.uk).

Or by contacting the Office Manager on [info@kidsdawntildusk.co.uk](mailto:info@kidsdawntildusk.co.uk)

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