



Behaviour Policy

All children coming to HPSOSHC have a right to play and enjoy that is on offer without fear of intimidation, harassment, physical or verbal abuse. We strive to promote behaviour which encourages respect for each individual, cooperation with each other and opportunities for play and adventure within a safe and caring environment. Racism, sexism and other kinds of discriminatory behaviour are not tolerated within the setting.

At HPSOSHC we build on many of the Golden School principles which are in place at Houghton Primary School:

People care for
each other

People work
together

There is personal
responsibility

People respect one
another

The children are
cared for and
nurtured

Everyone belongs
to a community

There is team
work

Relationships are
positive

There are good
listeners

People have fun
together and are
confident

Decisions are made
together

People feel good
about themselves

People
communicate well

It is safe

It is creative and
dynamic

It is a positive
place to be

We want HPSOSHC to be a GOLDEN place to be for all our children, staff and visitors. We have therefore adopted these Golden Rules which we all keep while we are at the club:

We are gentle
We are kind and helpful
We listen to each other
We are honest and remember our manners
We play well together
We look after property

These rules are reviewed annually with the children. We work with the children to ensure that they know them and understand what they mean. They are on display in the club and they are used in all our communication about behaviour with the children.

Managing Behaviour at HPSOSHC

The staff team work hard to create a very positive environment for all the children. They strive to get to know all the children as individuals and plan a wide range of activities and events based on their interests and enthusiasms. They encourage and support children so that they can make choices, be confident and solve problems if and when they arise. They know when to step in and help and when to stay back and observe as children make decisions and solve problems for themselves.

The staff manage behaviour according to clear, consistent and positive strategies which are linked to the Golden Rules of the club. Staff and children work together to review the club Golden Rules annually. They discuss each rule and what it means. A copy of the rules is given for the children to take home to share with their parents.

The following strategies are employed to keep HPSOSHC a golden place to be:

- Regular sessions throughout the year, usually at the beginning of each half term, are planned to re-focus on the Golden Rules
- The Golden Rules apply equally to everyone in the setting.
- When children keep the Golden Rules and behaviour is positive this is recognised and reinforced with lots of praise and encouragement.
- Positive behaviour is celebrated and rewarded in group meetings. Golden Certificates are awarded to children who are observed working hard to keep the Golden Rules.

What happens when the Golden Rules are broken?

Sometimes the Golden Rules get broken. When this happens the staff always deal with this calmly and quietly with the child who has broken the rule. The focus is always on the rule which was broken and always gives the child an opportunity to change their behaviour.

When the rules get broken the following strategies are followed:

- On most occasions when children break a Golden Rule the staff remind them about the Golden Rules, asking them which rule they are breaking. This is done calmly and quietly. The child is given an opportunity to reconsider their behaviour and to change it. For most children this will be enough to support them in making positive decisions about their behaviour.
- However, if the child continues to break a Golden Rule they will have 3—5 minutes (depending on their age) at a Time Out seat before they can rejoin activities. During their Time Out the child will be required to sit quietly. They will not be disturbed by staff or other children. If they are unable to do so, the Time Out period will be extended. The Time Out seat will be an identified place inside or outside, depending on where they are playing at the time.



Managing Behaviour at HPSOSHC

- A record is kept of all Time Outs. If children need to have Time Out more than once in any one session their parents are informed at the end of the session and asked to support the club by talking with their child about their behaviour at home.
- If this pattern of behaviour continues parents will be asked to come in to meet with staff in order to identify the causes and share strategies for dealing with it. Parents and carers will be expected to work with the staff and support them in addressing their child's behaviour.

There are some behaviours that are not tolerated at HPSOSHC

- any form of bullying;
 - aggressive, confrontational or threatening behaviour;
 - behaviour intended to result in conflict.
- If a child behaves in this way they are not given a reminder. They will immediately have Time Out. Parents will be informed when the child is collected and asked to support the club in dealing with this behaviour. This will include arranging a meeting between staff and parents as soon as possible in order to deal with the behaviour together. Again, parents and carers will be expected to work with the staff and support them in addressing their child's behaviour.

What happens if the rules are continually broken?

At HPSOSHC staff work very hard to ensure that behaviour remains positive and that individuals who have challenging behaviour are supported. They work closely with staff at Houghton Primary School. They liaise with them about children and share strategies for individual behaviour management where necessary. If children have particular needs which may affect their behaviour staff will meet regularly with parents, school inclusion staff and other support agencies in order to ensure that their needs are being met and the child is receiving the support he or she needs.

However, the happiness, well-being and safety of other club members is a priority for HPSOSHC.

- If a child's behaviour continues to be unacceptable and/or continues to make other children unhappy or puts them at risk, despite all the above strategies being followed and support given, the child will be excluded, initially for 3 days. There will be no reduction or refunds of fees.
- After a 3 day exclusion the child will return to the club. However, if their behaviour continues to be unacceptable they will be excluded for 5 days. There will be no reduction or refunds of fees.
- If, on their return to the club, the child's behaviour continues to compromise the happiness, well-being and safety of any member of the club despite all the above strategies being followed the child will be excluded permanently from the club.

