**Behaviour Policy**

This policy has been created based upon legislations and using advice from:

[**The Departemnt for Education (DfE) – Afterschool clubs, community activities and tuition: safeguarding guidance for providers**](https://www.gov.uk/government/publications/keeping-children-safe-in-out-of-school-settings-code-of-practice)

**[The Department for Education (DfE) – Keeping children safe during clubs, tuition and activities](https://www.dofe.org/wp-content/uploads/2023/10/Keeping-children-safe-during-clubs-tuition-and-activities-%E2%80%93-Summary-leaflet.pdf)**

**[The United Nations Convention on the Rights of the Child (UNCRC)](https://www.unicef.org/child-rights-convention/convention-text-childrens-version)**

**Aim**

The purpose of this policy is to promote a positive environment for children, to play, learn and develop whilst at LASK. As well as establishing what is considered to be unacceptable behaviour and to clarify the consequences of any negative behaviours. This policy’s intent is to provide a consistent and fair approach to behaviour management and ensure that it is delivered equally to all children.

**Roles and Responsibilities**

All staff at LASK are responsible for:

* Implementing the behaviour policy consistently and fairly
* Modelling positive behaviours
* Planning and delivering engaging activities
* Adapting activities to suit the needs of all children who attend
* Creating a safe space for children to develop and have fun
* Communicating with parents and carers regarding children’s development and behvaiours

Parents and Guardians are responsible for:

* Reading and becoming familiar with the club’s behaviour policy
* Supporting children in following the behvaiour policy
* Attending meetings with the manager regarding behaviours
* Communicating to managers and playworkers if there are any circumstances that may cause a change in a child’s behvaiour
* Reporting any concerns regarding the managemnt of behaviour to the manger

Managers are responsible for:

* Supporting all staff in their understanding of the behaviour policy
* Reviewing the behaviour policy to ensure it is kept up to date and in line with all laws and legislations
* Ensure that any data logged as a result of behaviour is reviewed and kept secure
* Ensure that any behaviour management training is delivered to staff when deemed appropriate
* Communicate with parents and carers regarding any updates on children or the club

**Expected Behaviour**

At LASK we expect all children to adopt behaviour that follows that of this policy, to ensure a happy and safe place for them to play.

Whilst at LASK 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

**Positive Behaviour**

Positive behaviours equal positive experiences, and at LASK we reward positive behaviours in a number of ways.

* Stickers
* Informing parents
* Verbal praise
* Certificates for exceptional behaviour/ achievements

**Negative Behaviour**

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. All strategies used to reduce negative behaviours will be made in a consistent and appropriate manor.

All children that are a part of the club will be treated fairly and equally and staff adopt the understanding that behaviour is a means of communication and will approach situations with the understanding that negative behaviour may be a sign that a child is in need of protection. As a result of this any factors that contributed to the negative display of behaviour will be considered and taken into account.

**Stage 1 – Low Level Behaviour**

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| **Behaviour** | **Action** |
| * Ignoring an initial instruction
* Shouting
* Not listening
* Talking over adults and other children
* Throwing items (not aimed)
 | * Repeated reminder
* Verbal discussion
* Reminder of previous positive behaviour
* First verbal warning
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**Stage 2 – Medium Level Behaviour**

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| --- | --- |
| **Behaviour** | **Action** |
| * Use of inappropriate language
* Continuing disruption
* Refusal to follow instructions.
* Deliberately provoking others
* Answering back
* Deliberate unkindness
* Damage to club property/ equipment
* Throwing items (aimed)
* Running off
 | * Verbal private conversation with child to allow an opportunity to engage and explain their behaviour.
* A clear second verbal warning given to the child, making it clear of the consequence if the negative behaviour continues.
* Staff will encourage and facilitate mediation between children to try and resolve any conflicts.
* Removal from activity/ area and given time to reflect on behaviour.
* Parents and guardians informed via phone calls.
* Parents and guardians informed and a written warning given (hard copy or email)
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**Stage 3 – High Level Behaviour**

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| --- | --- |
| **Behaviour** | **Action** |
| * Bullying
* Extreme defiance
* Physical violence towards staff or other children
* Vandalism
* Verbal abuse against a protected characteristic (gender, ethnicity, religion, sexuality
* Swearing
* Deliberate extreme harm to oneself or others
 | * Manager informed
* Permanent exclusion or fixed term exclusion, depending on the behaviour
* Meeting with parents
* Parents informed via phone call
* Physical intervention
* Removal from activity/area
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**Permanent Exclusions and Fixed Term Exclusions**

If after consultation with parents and the implementation of behaviour management strategies, a child continues to display a level 3 or a continuation of level 2’s behaviours, this will then be dealt with by the manager, resulting in either a fixed term or permanent exclusion. This decision will be made in accordance with the behaviour policy. The reasons and processes involved will be clearly explained to the child/parent/guardian, though a meeting followed by a written explanation.

**Physical Intervention**

Physical intervention will only be used as a last resort, when staff believe the 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 parents or carers will be called straight away, and the incident will be discussed with the parents 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.

Corporal punishment or the threat of corporal punishment will never be used.

**Incident Records**

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 unknown underlying cause. If a pattern of incidents indicates possible abuse, we will implement child protection procedures in accordance with our Safeguarding policy.

**Negative Behaviour Towards Staff**

LASK will take a zero tolerance of threatening behaviour from Parents/Careers and/or Children. Threatening behaviour is defined as the following: swearing, aggressive shouting, threats of hitting or actual hitting and aggressive letters/notes or texts. LASK is not a compulsory education setting; we reserve the right to cease caring for children with immediate effect if inappropriate behaviour is demonstrated. The welfare and safety of other Children & LASK staff is a priority. (As defined in the above paragraph (physical intervention), in extreme cases we will involve the police).

This policy was adopted by: LASK Date: 28/01/14.

Signed: Patrick Franks

To be reviewed: Sept 2025

Written in accordance with the EYFS welfare requirement: Safeguarding and promoting children’s welfare.