



Behaviour Management, anti-bullying, suspension and exclusion policy

Dynamic Ducks is committed to promoting an atmosphere within the club that is based on mutual respect between parents, staff and children. We will promote consistent and positive behaviour throughout the club so that everyone can enjoy themselves and feel safe and happy.

Staff will respect children as individuals and children are encouraged to understand that they are accountable for their own behaviour. It is important that children understand the expected standards of behaviour. We affirm the values of the school and display the children's own Behaviour Rules on our notice board within the dining room.

We promote efficient communication between staff, parents and children. It is inevitable that as children develop and learn, there are times when some may need more support and guidance than others when their behaviour is not acceptable. Ultimately we aim to manage behaviour using clear, consistent and positive strategies.

The Club's designated member of Staff responsible for Behaviour Management is **ELIZABETH DUCK**.

Children at Dynamic Ducks are expected to:

- Be aware of and follow the rules and Behaviour Code.
- Display socially acceptable behaviour.
- Respect one another and respect differences in each other.
- Be as independent as they can by monitoring their own self-discipline.
- Choose and participate in a range of activities and enjoy their time at the Club.
- Ask for help if needed

Encouraging Positive Behaviour at Dynamic Ducks:

- Staff will act as positive role models.
- Praising appropriate behaviour.
- Sticker and Certificate Awards.
- Offering a variety of play opportunities to meet the needs of children attending the Club.

Any incidents of a serious nature, such as racial abuse, inappropriate language and bullying will be challenged immediately and dealt with. The serious nature of the incident will be recorded. The child/ren will sign the **Incident Form** and the parent/carer will be informed and asked to countersign. If further action is agreed this will be discussed with the child and parent and recorded.

Inappropriate Behaviour:

In any incident of inappropriate behaviour, children will be withdrawn from the group until they have been spoken to regarding the incident.

In addition staff will:

- Try to diffuse conflict and informally discuss incident with the child or group in a calm and gentle manner.

- Subject to the Children's Act 1989 a child will never be physically punished whilst at the Club.
- Remind child/ren of our Behaviour Rules and Code.
- Always focus on the unacceptable behaviour and not the child.
- Give the child an opportunity to explain the behaviour, to help prevent a recurrence.
- 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. This will only occur if this behaviour is persistent.
- We will not threaten any punishment that could adversely affect a child's well-being.
- Make children aware of the future consequences of inappropriate behaviour.

In some cases it may be necessary to suspend or exclude the child for a short period of time or even in extreme situations permanently. This course of action would only be suitable if all other actions have been tried and the child's behaviour still has an adverse effect on the club and other children.

Dynamic Ducks reserves the right to terminate the contract for any child/ren who disrupt the club.

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 Report completed**. The Incident will be discussed with the parent/carer as soon as possible. Parents will also need to ensure they sign the incident record sheet.

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 in an Incident Report and kept on file. This may build a pattern of behaviour, which may indicate an underlying cause. If a pattern of incidents indicates possible abuse, we will implement child protection procedure in accordance with our Child Protection 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.

Bullying:

Bullying is persistent and targeted negative behaviour between children. Bullying can include physical intimidation, cyber bullying (texts, emails), verbal and emotional abuse and threats. All Staff at Dynamic Ducks recognise the difference in bullying and normal play that often has elements of the above. Pupils are aware of the impact of online cyber bullying and know how to seek advice and help-Dynamic Ducks staff, parents, teachers and websites such as CEOP and childline which are found on our website. Bullying will not be tolerated and children will be encouraged to share and report any incidents to a member of staff.

If a parent or child reports a bullying incident we will:

- Discuss separately with all individuals involved what has happened. It is important to question children who have seen the incident as well as those involved. Careful notes will be taken and recorded in the Incident Book.
- We will discuss the issues raised with the parents of the children involved.
- The child who has been bullied will be given help through discussion and strategies to help them in the future – eg: praised for reporting the incident, whole group discussions on acceptable and unacceptable behaviour to show support to the child/ren who has been bullied.
- Staff will look at the incident and ways of preventing bullying in the future.
- The Management Team will discuss with staff the seriousness of the incident, the frequency and length of time the bullying had taken place, the stress put onto the bullied child/ren and a relevant course of action will be taken.
- The bully/ies will be involved in discussions with the Management Team and staff members as well as their parent/carer. The bully/ies will either be given a verbal warning, suspended for a set amount of time or excluded dependent upon the nature of the incident. This will be determined by the seriousness of the bullying and the child's attitude to the incident. The bully/ies will be helped to recognise why the behaviour is unacceptable and ways to change it.

Suspension and/or Exclusion

- We will not tolerate physical or verbal abuse to a member of staff, other adults or children at the club.
- If children do not follow the Behaviour Code and their behaviour is intolerable, in line with the Behaviour Management Plan and following consultation with one of the Management Team and the parent/carer, we will have no alternative but to consider a period of suspension. This could be internal or external.
 - In extreme instances or negative or inappropriate behaviour immediate suspension will be considered.

Following suspension, a decision will be taken by the Management of Dynamic Ducks as to whether or not your child will be allowed to return to Dynamic Ducks or should be excluded permanently. Obviously this course of action would be a last resort and not one we would wish to pursue.

This policy was adopted by: Dynamic Ducks Ltd	Date: March 2020
To be reviewed: March 2021	Signed: E Duck

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2017)