



Ely and Caerau Integrated Children's **Centre**



Behaviour and **Anti-Bullying Policy** **2025**

The behaviour of children is managed in such a way as to promote their self-awareness and self-esteem. Consistency in the home and at the Centre is essential. Support is therefore offered to both the child and parent in developing gentle, kind, considerate behaviour.

Policy Statement

All children have a right to feel safe and secure in our care. Expectations and consequences will be appropriate at the stage of development for each child. Staff act as role models and display considerate attitudes to encourage acceptable social behaviour.

Content of Policy

Kind, considerate, caring behaviour is always praised. Praise and empathy are central to our approach in managing behaviour.

We gauge appropriate behaviour by the individual child's stage of development, level of understanding and specific needs. Those children who have recognised behavioural difficulties will be given extra support to help them manage their own behaviour.

Staff will praise the children and give positive encouragement wherever possible. Strategies outlined in the Parent Nurturing Programme underpin our approach in that we recognise the following elements as being central to our work:

- Self-esteem/self awareness
- Appropriate expectations
- Positive Discipline
- Empathy

Staff endeavour to distract and praise the children and avoid criticising and admonishing. Unacceptable behaviour is responded to, in private, in an appropriate way, taking full account of the child's level of understanding. Wherever possible ignoring and distraction techniques are employed to encourage positive behaviour.

We recognise that there may be special circumstances, which might affect a child's behaviour, and we will deal with this sensitively.

Unacceptable behaviour is identified and dealt with positively by using "stop and think" moments, and by giving appropriate choices and consequences.

We do not use or threaten to use any form of physical punishment. Children are never shaken, smacked, humiliated, shouted at, intimidated or shamed.

Reasons why we behave in specific ways are always explained to the child. This is undertaken in a way that is relevant to the stage of development of the individual child.

Staff members are encouraged to use a range of behaviour management techniques to find the best suited for each individual child.

There are strong links with the Parents Plus Team who offer advice on further behaviour management techniques to resolve situations that are unusual or on-going.

Biting, kicking, hitting, pushing, spitting are unacceptable and we accept that young children need help in realising this and endeavour to identify triggers for specific reactions in young children. In such cases, specific management plans will be put into place on an individual basis to try to resolve the behaviour.

Bullying is unacceptable behaviour and we treat all instances seriously. We will not tolerate bullying, harassment or intimidation at any level, with children, staff or members of the public.

With children, parents will be informed if bullying persists. We will endeavour to identify the issues that are feeding the bullying and resolve them with the children involved. We will encourage all children to respect each other and explain the hurt caused by bullying/teasing/ridiculing.

If bullying is in evidence we would request that the parent attends our Parent Nurturing Programme so that the same approach at home and in the Centre can be implemented. This will also provide parents with a range of behaviour management tools to use in the home that are sensitive and supportive of the child.

We encourage both staff and children to recognise instances of bullying in both children and adults and report any incidents immediately.

Staff will carry out ongoing observations on all individual children. They will focus on any particular unacceptable behaviours displayed and will remove/address triggers to diffuse a situation.

Staff will not use any form of physical intervention unless it is necessary to prevent personal injury to a child, other children, an adult or serious damage to property. Any serious incident will be recorded in the incident book and the parent/carer informed of the incident on the day it occurred.

Behaviour that is likely to lead to the health and safety of others being compromised is not acceptable.

Any actions, which are deemed to endanger the welfare of children or staff in will be dealt with following this policy and the suggested sanctions.

Procedures

The Centre will instil important rules to the children appropriate to their stage of development:

- Be kind and gentle
- Always tell the truth
- Only use kind and helpful touch

If an incident occurs where intervention by staff is required the following procedures will be implemented:

- Restorative approaches are followed whereby the child who is hurt/wronged is given the immediate attention and the child who has misbehaved is initially ignored. This is followed by use of restorative questions.
- When calm, the incident will be discussed with the (offending) child, explanations received and given and an opportunity to make amends with the "injured" child will be encouraged and put in place.
- If a particular behaviour continues the staff will make observations around the child, activities they are undertaking, children they interact with and the time of day etc. to ascertain if there are any triggers for a particular behaviour. When triggers are identified plans will be put into place to prevent or limit the trigger and to help the child resolve the trigger in another way.
- Positive behaviour strategies and plenty of positive praise will be used to promote kind and considerate behaviour.
- Praise is a powerful tool and group rewards, such as pebbles in the jar, are encouraged.
- More serious behaviour that results in injury to another child will be discussed with the parent at the end of the session privately away from the other children and adults, and recorded in an incident book, to be signed by the parent.
- If the child continually endangers the health, safety or welfare of the other children or staff, the parent will be encouraged to become involved with Parents Plus or take part in the Parent Nurturing Programme.
- Where appropriate support will be offered to both the child and parent in developing gentle, kind, considerate behaviour.

Roles and Responsibilities

- The Head of Centre and all the staff are responsible for implementing the anti-bullying policy.

- The Head of Centre has overall responsibility for monitoring behaviour throughout and for developing and updating policies relating to bullying and positive behaviour.

Equal Opportunities

- All children regardless of race, culture, religion, gender, background or ability have equal access to the ECCC as outlined in the centre's Equality Policy. All children have the right to feel safe and happy during their time at the centre and all staff work together to promote this environment.

Review date: May 2026

Addendum to Centre Behaviour Policy for After School Club & Holiday Club

Suspensions and exclusions of children

The ECCC After School Club and Holiday Playscheme is committed to dealing with negative behaviour in a non-confrontational and constructive manner. Wherever possible, disruptive or challenging behaviour will be tackled collectively between Playworkers and children. Such procedures are outlined in the Centre Behaviour and Anti Bullying Policy.

However, there are occasions when such strategies alone will not alter or prevent negative behaviour. In such cases, further action will be necessary, including reviewing a child's place at the Holiday Playscheme or After School Club, on either a temporary or permanent basis.

Playworkers will endeavour to support all children to develop appropriate behaviours within the play environment. For those children who require extra support in order to behave in an appropriate manner, Playworkers will work with parents and carers to establish a consistent, coordinated approach to developing successful strategies. Children will only be suspended or excluded as a last resort, when there is no alternative action that could be taken, or when it is felt that other children and/or Playworkers are exposed to an unacceptable or unavoidable risk.

Persistent unacceptable behaviour from a child will result in the following:

Formal Warning

Playworkers will explain to the child why their behaviour is unacceptable and the consequences of any further such incidents. Children will be encouraged to discuss their behaviour, to explain their actions, and helped to develop strategies to avoiding repeat incidents.

Details of all warnings, suspensions and exclusions will be recorded and kept on the child's records. Each warning should be discussed with the child concerned and their parent/carer. All playworkers will be made aware of any warnings given to a child. The ECCC After School Club and Holiday Club has the right to temporarily suspend; this includes informing a parent their child must be collected immediately, or permanently exclude a child in the event of persistent and irresolvable unacceptable behaviour.

Suspension

Only in the event of a serious incident will a child be suspended from the scheme with immediate effect. In such circumstances, the child's parent/carer will be contacted immediately and asked to collect their child.

After an immediate suspension has taken place, the Playscheme Co-ordinator will arrange a meeting with a member of the Senior Management Team, the child concerned (depending on age) and their parents/carers to discuss the incident and decide if it will be possible for them to return to the scheme.

Suspensions and exclusions should be seen as consistent, fair and proportionate to the behaviour concerned. In setting such a sanction,

consideration should be given to the child's age and maturity. Any other relevant information about the child and their situation should also be considered. If appropriate, help and advice will be sought from concerned professionals in order to plan for the child or young person's return. Every effort will be made in order to support all and strategies will be implemented to promote a positive outcome. This may include seeking funding.

Playworkers should always keep parents/carers informed about behaviour management issues relating to their child and attempt to work with them to tackle the causes of disruptive or unacceptable behaviour.

No Playworker may impose a suspension from the After School or Holiday Clubs without prior discussion with a member of the Senior Management Team. Playworkers will consult Senior Management as early as possible if they believe that a child's behaviour is in danger of warranting suspension or exclusion.

When a suspension is over and before a child is allowed to return, there will be a discussion between Playworkers, the child and their parent/carer, setting out the conditions of their return.

Signed by the chair of governors on behalf of the governing body:

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Signed by the Head of Centre:

Date approved:(by full governing body)

Date of review: