



# Fusion

## Childcare Services

### BEHAVIOUR POLICY FOR CHILDREN AND PARENTS

This policy includes;

- Promoting positive behaviour
- Aggressive/ Unacceptable/ Inappropriate Behaviour:
- Physical Intervention/ Restraint
- Corporal Punishment
- Anti-Bullying
- Suspension / Exclusion

Fusion is committed to promoting an atmosphere within the club that is based on mutual respect between parents/carers, staff and children. We will promote consistent and positive behaviour throughout the setting 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 Monkey Puzzle Tree next to our Notice Board and next to our resource cupboard in the Junior School and also have on display the children's 'Fusion Rules' poster that the children created.

We promote efficient communication between staff, parents/carers 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.

Fusion's designated member of Staff responsible for Behaviour Management is **ABIGAIL WILKINS**

**Children at Fusion Childcare Services 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 Fusion.
- Ask for help if needed
- Use their words to communicate their feelings- if this is not possible then visuals/picture can be used

**Encouraging Positive Behaviour at Fusion Childcare Services:**

- Staff will act as positive role models
- Praising appropriate behaviour
- Award House Points in order to earn a house treat
- Stickers and Certificate Awards
- Offering a variety of play opportunities to meet the needs of children attending.
- Proud Cloud
- Wow postcards that are sent home
- Prize box treat

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 necessary, this will be agreed and discussed with the child and parent/carer and recorded.

If any children at Fusion has an IEP (Individual Educational Plan) we have access to it from the School and where possible Fusion use the methods suggested to continue to support the child. This means there is continuity in approach and Fusion, School and the family can work in partnership in order to best support the child. Where it is not possible to use the same methods as School, Fusion will seek support from Herts For Learning or County and together work with the parents to put in place suitable measures for the child, that support our free choice play setting.

**Aggressive/ Unacceptable/ Inappropriate Behaviour:**

Fusion does not tolerate from any person, whether a parent/ carer or visitor: bullying; aggressive, confrontational or threatening behaviour; or behaviour intended to result in conflict. Fusion is a place of safety and security for the children who attend and for the staff who work here.

**Unacceptable behaviour from Parents/Carers:**

Unacceptable behaviour includes, but is not limited to, the following:

- Shouting at members of staff, whether in person or over the telephone
- Physically intimidating a member of staff, eg standing too close or blocking their exit
- Using aggressive or abusive hand gestures, eg shaking a fist towards another person
- Any other threatening behaviour, both physical and verbal
- Swearing
- Physical violence: pushing, hitting, slapping, punching or kicking
- Spitting

- Racist or sexist or otherwise abusive comments.

At Fusion we do not tolerate such behaviour whether it is directed at the staff or at any of the children in our care.

### **Procedure:**

If a parent/carer or member of the public behaves in an unacceptable way towards a member of staff or a child attending Fusion, we will take the following steps:

- In order to ensure the safety of the children and to limit possible distress, we will remove them from the vicinity of the incident.
- The Manager or member of staff will seek to resolve the situation through calm discussion.
- If the individual wishes to make a complaint we will encourage them to follow our Complaints Procedure, or to complain directly to Ofsted if they so choose.
- If the individual continues to behave in an aggressive and intimidating manner, we will insist that they calm down or leave the premises immediately.
- If the individual refuses to calm down or leave the premises, the Manager will contact the police without delay.

When the immediate incident has been resolved, the Manager and staff involved will complete an incident form and the Manager will decide whether it is appropriate to ban the individual from the premises for a period of time. The decision will take into account both the seriousness of the incident and whether the individual has behaved aggressively before. If we decide that a ban is appropriate, we will write to the individual concerned to inform them of the reasons for the ban and its duration.

### **Inappropriate Behaviour from Children.**

In any incident of inappropriate behaviour, children will be withdrawn from the group so that they can complete a 'think sheet'. This gives the child a chance to reflect upon the situation themselves. In addition to this staff will:

- Try to diffuse conflict and informally discuss incident with the child/ren or group in a calm and gentle manner, in a calm and quiet location
- Subject to the children's Act 1989 a child will never be physically punished whilst at Fusion.
- Remind child/ren of our Behaviour Rules and Code.
- Always focus on the unacceptable behaviour and not the child, we will use examples and ask the children how they would feel if it had happened to them
- Give the child an opportunity to explain the behaviour/trigger, to help prevent a recurrence and find alternative activities to re-engage them.
- Encourage and facilitate mediation between children to try to resolve conflicts through discussion and negotiation, apology note written, hand shake to make up
- 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 – after 3 think sheets have been completed or at the Manager's discretion.
- 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 negative effect on Fusion and other children.

Fusion reserves the right to terminate the contract for any child/ren who disrupt the setting beyond reasonable measures.

### **Physical Intervention/Restraint:**

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, there will always be 2 members of staff present and the Manager will be notified immediately, and an Incident Form completed. The Incident will be discussed with the parent/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. If needed, we will call the parents to collect if children or staff are in significant danger and harm.

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 procedures in accordance with our **Safeguarding Policy**.

### **Corporal punishment**

Corporal punishment or the threat of corporal punishment will **never** be used at Fusion. We will take all reasonable steps to ensure that no child who attends Fusion 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.

### **Anti-Bullying:**

Fusion provides a supportive, caring and safe environment in which all children are free from the fear of being bullied. Bullying of any form is not tolerated at Fusion, whether carried out by a child or an adult. Staff, children and parents/ carers will be made aware of Fusion's position on bullying.

Bullying behaviour is unacceptable in any form. Bullying is persistent and targeted negative behaviour between children. Bullying can include physical intimidation, cyber bullying (texts, emails), verbal and emotional, psychological, abuse and threats.

**Physical:** Pushing, scratching, spitting, kicking, hitting, biting, taking or damaging belongings, tripping up, punching or using any sort of violence against another person.

**Psychological:** Behaviour likely to create a sense of fear or anxiety in another person.

**Emotional:** Being deliberately unkind, shunning or excluding another person from a group or tormenting them. For example, making another person feel 'left out' of a game or activity, passing notes about others or making fun of another person.

**Verbal:** Name-calling, put-downs, ridiculing or using words to attack, threaten or insult. For example, spreading rumours or making fun of another person's appearance.

**Racial harassment:** can take any of the forms of bullying listed above but is motivated by the victim's colour, race, nationality, or ethnic or national origins.

All Staff at Fusion 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-Fusion 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. Any child who is a victim of bullying will be dealt with in a sympathetic manner.

**At Fusion we foster an anti-bullying culture in the following ways:**

- Encouraging caring and nurturing behaviour
  - Discussing friendships and encouraging group and team play
  - Encouraging children to report bullying without fear
  - Discussing the issues surrounding bullying with the children, including why bullying behaviour will not be tolerated
- Encourage the use of the buddy bench outside
- Exploring the consequences of bullying behaviour with the children.

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

- Discuss separately with all individuals involved what has happened. It is important to ask children/staff who have seen the incident as well as those involved. Careful notes will be taken and recorded on the Incident Form.
- We will discuss the issues raised with the parent/carers 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 Manager 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 Manager 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 Exclusion of children**

Fusion will deal with any negative and inappropriate behaviour by using constructive behaviour management techniques. We will involve school staff, parent/carers and children to tackle disruptive and challenging behaviour.

We acknowledge that some children will require additional support in order to achieve acceptable levels of behaviour. Where we identify a child with these needs, we will work closely with the parents/ carers to deal with the inappropriate behaviour and where necessary, implement a Behaviour Management Plan and Risk Assessment which will detail strategies and support. We will only suspend or exclude a child from Fusion as a last resort and when all other behaviour management strategies have failed or if we feel that other children or staff are at risk. Suspensions and exclusions will be fair, consistent and appropriate to the

behaviour concerned, and will take account of the child’s age and maturity as well as any other factors relevant to the child’s situation. If appropriate, we will seek advice from other agencies; this may include accessing funding for additional support.

**Temporary Suspensions:**

Temporary suspensions will be applied in the following situations:

- We will not tolerate physical or verbal abuse to staff, other adults or children at Fusion.
- If children do not follow the Behaviour Code and their behaviour is intolerable, in line with the Behaviour Management Plan (if applicable) and following consultation with one the Manager and the parent/carer, we will have no alternative but to consider a period of suspension. This could be internal or external.
- In the event of an extremely serious or dangerous incidents we will suspend a child with immediate effect. We will contact the parents and ask that the child be collected immediately.

Immediate suspensions require the Manager’s agreement. Fusion may suspend the child for a period of their choice. Following suspension, a decision will be taken by the Management of Fusion Childcare Services as to whether or not your child will be allowed to return to Fusion. There will be a meeting with parent/carer and child in order to agree to conditions relating to the child’s return to Fusion.

**Permanent Exclusion**

In exceptional circumstances, and only when all other attempts at behaviour management have failed, it may be necessary to permanently exclude a child from Fusion. If a child is excluded from Fusion, the parents/carers will be given a verbal and written explanation of the issues and subsequent actions. The parent/carer has the right to appeal to the Manager against the exclusion within 14 days of receiving written notification of the exclusion. Obviously, this course of action would be a last resort and not one we would wish to pursue.

<b>Adopted on:</b>	<b>Last reviewed on:</b>	<b>Reviewed on:</b>	<b>Next review Date:</b>
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<i>Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2021): Safeguarding and Welfare Requirements: Introduction [3.2] Managing behaviour [3.50-3.54]and Child Protection [3.7].</i>			
Signed and approved:	Fusion Childcare Services		