



HARLINGTON VILLAGE PRE-SCHOOL AND WRAP AROUND CARE

Wrap Around Behaviour Policy

Policy statement

At Harlington Village Pre-School and Wrap Around Care (HVPS/WAC) we believe good behaviour is essential and we endeavour to recognise and celebrate this for all of our children. We will always do our best to support children and families working in partnership with school, where appropriate, to encourage positive behaviour.

The importance of this in a setting where the children's ages range from 3 to 9 years old is paramount to ensure a safe and happy environment. We expect the older children to set an example and support younger children to develop positive attitudes towards behaviour. Adults will model good language and attitudes towards children to develop their social skills and support their emotional well-being. In the setting we operate a 1-8 Staff-Child ratio, as we feel this ensures high quality provision.

Communication via an 'open door policy' is in place, where parents are welcome to discuss concerns at any time and we aim to offer relevant support where appropriate.

Information sharing

As part of a robust strategy for Behaviour Management, we work closely with any relevant schools and external agencies.

Positive Behaviour

- We continually apply a variety of strategies to reward positive behaviour in the setting. We consider children's interests and offer relevant rewards for good behaviour.
- We work in partnership with Harlington Lower School's 'Values' scheme and regularly complete values leaves for children who display good behaviour at Wrap Around Care.
- We recognise that children value praise and we use language that promotes confidence and positivity.
- We constantly look for children who are exceptional role models during sessions and award stars for good behaviour. Children can also collect stars for their individual cards by being Dinner or Garden Monitors.

Unwanted behaviour

Shouting, running inside, damage to property/resources, lying, not listening to adults, unkind behaviour and lack of respect are all outlined as unwanted behaviours at Wrap Around Care.

- Parents and children are made aware of the Code of Conduct and asked to sign and confirm the 'WAC rules' annually.

- Incidences where a child displays 'unwanted behaviour' will usually be addressed by a member a staff during a session. The child may be asked to sit on a chair, away from the other children and any altercation that may have arisen. A member of staff will always discuss, with the child, why they have been asked to sit on the chair. Other children may be asked for their account of what happened. Apologies are sought where necessary. All instances of unwanted behaviour will be recorded in a WAC behaviour book and in this way, we can build up a picture of frequent occurrences and their nature. Where rules are consistently ignored or broken, a member of staff will speak to parents and possibly arrange a meeting to discuss an action plan.
- Incidents occurring during Breakfast club, will be discussed with the child's class teacher, when the children are transferred to school. A summary of the discussion is recorded and kept in the child's Safeguarding folder. If an incident occurs at the After-School Club, we discuss concerns with the parent/carer and record the conversation. If the parent/carer does not collect, we will follow this up with a phone call or an email.
- All children will be given the opportunity to discuss what has happened. Staff will support the child/children to understand why this behaviour is unwanted at WAC. We will also help them to recognise their own emotions and the feelings of others.
- In more extreme cases, where rules are broken regularly, Unacceptable Behaviour procedures may apply.

Unacceptable behaviour

Any use of physical force/restraint on others that may cause injury, inappropriate or offensive language, bullying of any kind and racism/homophobia/sexual harassment will NOT be tolerated.

- All children will be given an opportunity to discuss what has happened.
- All incidences will be recorded, filled and a copy will be shared with their school.
- After one incidence, a member of staff will discuss the concern with the child's parents or an email may be sent where the parent is not available or at request from the parent.
- The second incidence WILL require a face-to-face meeting with WAC managers and/or Committee Chair, at a convenient time to discuss concerns regarding behaviour and the impact of another serious incident.
At this meeting, an action plan will be put in place to support the child and family. This may include starting an Early Help Assessment (EHA) for additional support or access outside services.
- Parents will be informed that upon the third incidence of unacceptable behaviour, a temporary exclusion will apply.
- Following on from temporary exclusion, a reintegration meeting will be held with the parent/carer, manager and Committee Chair. This meeting will be to discuss and produce an action plan to provide necessary support and the impact of any additional behaviour concerns.
- In most instances, if negative behaviour continues and an incident is deemed serious enough, the child will be permanently excluded.
- The decision to exclude a child will only be made after consultation with the Pre-school and Wrap Around Care Committee.

- In extreme situations, where an act is deemed as dangerous or/and violent, we will call the parent/carer immediately and this will lead to dismissal being considered, after consultation with the Committee.

Parents are informed through the code of conduct document that they are responsible for their child's behaviour.

This policy was adopted at a meeting of	Harlington Village Pre-School and Wrap Around Care Committee
Held on	10 th October 2017
Date to be reviewed	10 th October 2018
Signed on behalf of HVPS	
Name of signatory	Nina Biscoe
Role of signatory	Chairperson

Safeguarding and Welfare Requirement: Child Protection

The safeguarding policy and procedures must include an explanation of the action to be taken in the event of an allegation being made against a member of staff, and cover the use of mobile phones and cameras in the setting.