

Happy Times After School Club

Behaviour Management Policy

Happy Times After School Club uses effective behaviour management strategies to promote the welfare and enjoyment of children attending the Club. Working in partnership with parents, we aim to manage behaviour using clear, consistent and positive strategies, and with adults modelling positive behaviour. The Club rules are clearly displayed at every session and are discussed regularly.

Whilst at Happy Times After School Club 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.

Encouraging positive behaviour

At Happy Times After School Club positive behaviour is encouraged by:

- Staff acting as positive role models
- Praising appropriate behaviour
- Sticker rewards
- Informing parents about individual achievements
- Offering a variety of play opportunities to meet the needs of children attending the Club.
- Highlighting and celebrating positive behaviour and achievements during register time, allowing children to share their contributions and receive applause from their peers.

Children must follow club rules especially where health and safety is concerned.

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. Staff is trained in understanding behavioural difficulties for children with SEN issues e.g. autism or ADHD. However, as above, inappropriate behaviour cannot be tolerated if it puts other children or staff at risk of harm or takes supervision away from other children.

Dealing with inappropriate behaviour

- Challenging behaviour will be addressed in a calm, firm and positive manner.
- In the first instance, the child will be temporarily removed from the activity.
- Staff will discuss why the behaviour displayed is deemed inappropriate.
- Staff will give the child an opportunity to explain their behaviour (reflection sheet), to help prevent a recurrence.
- Staff will 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.
- No staff member will ever threaten any punishment that could adversely affect a child's well-being (eg withdrawal of food or drink).

If after consultation with parents and the implementation of behaviour management strategies, a child continues to display inappropriate behaviour, the Club may decide to exclude the child in accordance with our **Exclusions** policy. The reasons and processes involved will be clearly explained to the child.

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 record** will be completed. The incident will be discussed with the parent 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.

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

Aggressive or angry behaviour towards other children or members of staff is unacceptable.

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

- Shouting at members of staff or other children
- Physically intimidating another child or a member of staff, e.g. standing too close or blocking their exit
- Using aggressive or abusive hand gestures towards staff or other children e.g. shaking a fist towards another person
- Any threatening or antagonising behaviour, both physical and verbal
- Swearing at staff or at other children or in front of other children
- Spitting
- Physical violence: pushing, hitting, slapping, punching or kicking
- Racist or sexist or homophobic or otherwise abusive comments
- Failing to follow instructions from staff which are intended to keep the child or other children safe e.g. trying the building or grounds where the club is held

At Happy Times we do not tolerate such behaviour whether it is directed to the staff or any children in our care. Wherever possible, staff will try to de-escalate a situation. We recognise some children have additional needs which can affect their behaviour and choices, but behaviour that puts staff or other children at risk and affects their right to feel safe all of the time, could result in suspension or permanent exclusion from our clubs/camps. See Suspensions and Exclusions Policy.

Corporal punishment

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

Restorative Practice Model

I feel...(child or adult describes their emotions)

When....(child or adult explains the inappropriate behaviour)

Because...(child or adult gives reasons why they don't like the behaviour and the emotions triggered)

What I would like you to do....(child or adult explains what they would like the other person to do instead)

This policy was adopted by: Happy Times After School Club	Date - November 2025
To be reviewed: December 2027	Signed: Surjit Bains, Club Manager

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2024): Safeguarding and Welfare requirements: Introduction [3.3], Safeguarding policies and procedures [3.6], Organising premises for confidentiality and safeguarding [3.27].