

## **Behaviour Management Policy**

Bell house Nursery aims to help children develop and grow in a happy, relaxed and enjoyable environment. Members of Staff are good role models for children showing good behaviour and drawing attention to friendliness, care and courtesy. Positive and good behaviour from children is encouraged and always praised by the staff at Bell House Nursery. Children are treated as individuals and are encouraged in their play to respect each other at all times. No form of bullying is accepted at the Nursery, whether it is physical, harassment or name calling. When dealing with on-going behaviour issues they must be recorded as they need to be monitored and reviewed. We encourage British Values which inspires mutual respect.

### **Principles for Behaviour Management**

Here at Bell House we follow the Early Years Foundation Stage (EYFS) framework through this framework we ensure that all children are provided a broad and balanced curriculum regardless of their behaviour.

We believe that the following principles help to promote behaviour management. They are:

- When dealing with behaviour, we believe that it isn't the child who is difficult but the behaviour which is difficult.
- The interests of the child are paramount.
- When managing children's behaviour we respect their culture, ethnicity, religion, gender, age, language, specific needs, abilities and gifts. We ensure that not only are the children respected but their parents and carers.
- We encourage appropriate behaviour through using positive reinforcements.
- We aim to work in partnership with parents when dealing with a child's behaviour by sharing our strategies and offering advice when required

### **We will support your child in managing their behaviour by:**

- Modelling good behaviour.
- Encouraging our children to behave sensibly and considerately.
- Sharing reasons for rules and asking children to join in rulemaking as appropriate.
- Giving children the security of clear, fair rules which are applied in a consistent manner.
- Supporting our children in developing respect for themselves and others.
- Responding to the child rather than reacting to the emotion. A calm, positive, supportive approach from staff will aid emotional development and self-control.
- Encouraging children to understand why certain modes of behaviour are unacceptable and offering acceptable alternatives to resolving a situation.
- Encouraging children to use polite phrases and actions as part of social interaction.

- Through positive reinforcement as children respond better to positive and this would encourage them to repeat the good behaviour.
- By distracting the child from their unwanted behaviour.

**We will support you in managing your child's behaviour by:**

- Working together with you, particularly in cases of prolonged challenging behaviour.
- Offering support and advice.
- Researching and providing a wide range of written information regarding behaviour management approaches.
- Offering outreach support tailored individually for your family's needs.
- Providing methods to support behaviour management.

**Reflection Time**

As part of our behaviour management strategy we use 'Reflection Time' as a tool for children to reflect on unwanted behaviour. The child is given warnings about the behaviour we want them to change and if this fails, reflection time may be used. After the appropriate reflection time, this is one minute for every year of the child's age, the adult will explain to the child why the behaviour was unacceptable and then the child should be allowed back to participate in play.

There is no specific area we use for reflection times, as we do not label children in the setting for misbehaving in any way. A child can be asked to sit anywhere in the room while they have a time out.

**Reward Charts**

Another method we will use in behaviour management is reward charts. We will use reward charts where possible depending on the child's age and development. The reward chart system will normally be used for children aged two or above.

When using this system the adult will set clear targets which are linked in with an incentive at home. The staff member will always explain to the child why they are being rewarded and allow them to place the sticker on the chart.

Once a child has been rewarded with a sticker it will never be removed as this will in turn lower the child's self-esteem and we don't want this to happen.

**Physical Invention**

Physical invention should only be used to manage a child's behaviour if it is necessary to prevent personal injury to the child, other children or an adult, to prevent serious damage to property or in what would reasonably be regarded as exceptional circumstances. Any occasion where physical invention is used to manage a child's behaviour will be recorded and parents will be informed about it

on the same day and they will be asked to sign the document to state that they are aware the incident took place.

### **Monitoring Behaviour**

When dealing with a challenging behaviour it is important to monitor why and when the behaviour is taking place. This is done through the use of trigger charts. On these we document the following;

- Setting - what happened before the behaviour took place, the context, the situation at the time and when it happened;
- Trigger - what seemed to set the behaviour off;
- Action - exactly what the child did;
- Response - what happened as a result of the behaviour or what those around the child did next

From monitoring and documenting when certain behaviours happen the staff will be able to distract and redirect the child before the behaviour takes place. This will in turn encourage the child to show the appropriate behaviour.

The staff may also fill out behaviour incident form in order to have a more detailed record of the incident.

### **Responsibility of designated person for behaviour management**

- Ensure the behaviour management methods used are appropriate to child's stage and development.
- Keep up to date with legislation, research and thinking on handling children's behaviour.
- Make available relevant sources of expertise on handling children's behaviour.
- Make sure there is stability and consistency amongst all staff on behavioural issues.
- Ensure that no staff member uses physical invention unless necessary.

**The designated person for behaviour management is Tracy Cox**

## **Restraint and Physical Control of Children Policy**

A child may display behaviour which is well beyond acceptable boundaries and which put themselves, other children and staff at risk. The use of physical intervention is wherever possible avoided. However, where necessary and appropriate reasonable force will be used to control or restrain a child.

**Physical restraint will only be used as a last resort when all other behaviour management strategies have failed.**

### **Legal Context**

In section 93 of the Education and Inspection Act 2006 stipulates that reasonable force may be used to prevent a child:

- Engaging in a behaviour prejudicial to maintaining good order and discipline at nursery.
- Self-injuring or causing injury to others
- Committing an offence
- Causing significant damage to property.

At Bell house we aim to:

- Create a warm, calm and orderly atmosphere that promotes a sense of community.
- Achieve a consistent attitude by all staff that gives children a sense of security and safety whilst promoting clear expectations on acceptable behaviour.
- Ensure that all staff, children and parents/carers understand their roles and responsibilities with regard to behaviour management.
- Promote the continual development of staff and appropriate documented training.

The attitude and behaviour of all staff is essential in creating and maintaining a positive ethos within nursery. This committed team approach will help provide a positive role model for children where they respect themselves and others.

The training provided to staff centres on techniques that effectively manage anger and aggressive behaviour of pupils through positive non-physical based intervention where possible. Such techniques will deescalate situations and behaviours before physical intervention becomes necessary. In extreme cases where physical intervention may become necessary, two staff members must be present and details of the incident and outcomes will be recorded within 24 hours of the event and retained within the child's file. Parents will be given details of the incident as soon as possible after it occurs with a copy of the behaviour incident form. We will inform the local authority of any significant injuries sustained by staff or children.

Where routine nursery management is not effective in dealing with the continued behaviour of a particular pupil a behaviour plan will be put into place (depending on age). This will be drawn up in consultation with the behaviour management leader, child's key worker, the SENCO, other relevant professionals and parents/carers. Such plans will identify undesirable behaviour, potential triggers for such behaviour and the risks for the staff and children. It will also contain advice for staff for management of such

situations. All relevant staff should be made aware of the content of such plans which are subject to regular review.

## **Biting Policy**

Biting is fairly common amongst young children and it is one of the things that concern parents and carers the most. Biting is often very painful and frightening for the child who has been bitten. It can also be frightening for the child who bites because it upsets the child.

At Bell house Nursery we want to ensure that every child is safe while in our care. Our nursery provides an environment that encourages and promotes cooperative interaction, respect for others and non-aggressive problem solving between the children. Biting is a normal stage of development for young children who are teething and are still developing their language skills. It is usually a temporary condition that is most common between thirteen and twenty-four months of age. This means that is a particular concern for the staff in the Butterflies and Bumblebees rooms.

For Health and Safety concerns, we take biting seriously. When it happens, it's very scary, frustrating and stressful for children, parents and practitioners. It is also not something to blame on the children, parents or practitioners and there are no quick and easy solutions to it. Children bite for a variety of reasons: simple sensory exploration, panic, crowding, seeking to be noticed or intense desire for a toy. Repeated biting becomes a pattern of learned behaviour that is often hard to extinguish because it does achieve results: the desired toy, excitement, attention. Knowing that the effect of their biting will hurt another person is not yet part of the child's mind set, so the cause effect relationship is not internalized. Our staff plan activities and supervise carefully in order for biting not to happen. There are times however when there isn't someone in immediate reach to prevent a bite from happening our policy for handling a biting incident is the following:

- The biter is immediately removed from the group with a firm NO. The bitten child is consoled and the bitten area washed with soap and water. A cold compress will be applied to the area to reduce any swelling and bruising. The biter is talked to on a level he/she can understand, with 'Time out' being implemented if deemed suitable then redirected in their play away from the child they bit.
- **An incident form** is completed for the child who has been bitten and parents are asked to sign on collection, and a written incident report is also completed so that the behaviour can be monitored and the parents of the child who bit is then also asked to sign this copy.
- We look intensively at the context of each biting incident for a pattern in an effort to prevent further biting behaviour.

- We work with each biting child on resolving conflict or frustration in an appropriate manner.
- We try to adapt the environment and work with parents to reduce any child stress.
- We make special efforts to protect potential victims.

We try to make every effort to extinguish the behaviour quickly and to balance our commitment to the family of the biting child to that of other families.

### **Bullying Policy**

Bell House Nursery responds to the issue of bullying very seriously whether amongst children or adults, and has strict procedures that will be adhered to should there be any evidence within the nursery.

#### **What is bullying?**

Bullying is not always easy to define, but according to Dan Olweus, an expert in the field of prevention of bullying, he says it should include:

- Physical - pushing, kicking, hitting, pinching and other forms of violence or threats.
- Verbal - name calling, sarcasm, spreading rumours, persistent teasing
- Emotional - excluding, tormenting, ridicule or humiliation
- Racist - Racial taunts, graffiti or gestures
- Social - unwanted physical contact or abusive comments
- Homophobic - any hostile or offensive action against lesbian, gay males or bisexuals or those perceived to be these above.

All of the above forms of bullying cannot be delivered on a personal, face to face basis, but also by using existing and new technology, known as cyber bullying. We can sum up bullying as actions taken by one or more people with the deliberate intention of hurting another person (in any of the above ways). This policy is designed to support the nursery behaviour policy, equal opportunities and anti-discrimination policies.

Bullying is about a pre-meditated act, which relies on a stage of cognitive development in order to think the process through, and occurs generally in children 5 years and over.

#### **Aims and Objectives**

- Bullying is wrong and is damaging to individual people. Bell House nursery proactively implements policies and procedures to prevent this, by developing a Nursery in which bullying is regarded as unacceptable.
- We aim to deliver a safe and secure environment where all children can play and learn without fear or anxiety.
- This policy aims to produce a consistent response to any bullying incidents that may occur.



- We aim to make all those connected with the nursery aware of our opposition to bullying and staff have a responsibility to eradicate bullying in our nursery.
- We do not tolerate any kind of bullying as stated above on any grounds whatsoever, and support all parties involved to gain a full understanding of our ethos.

### **Rough and Tumble Play**

We acknowledged the need to recognise rough and tumble play as distinct from inappropriate or aggressive behaviour. Television or films, which include superheroes, often influence young children or weapon play and they will mimic this behaviour through their play. We endorse the following strategies to manage this kind of play:

- Recognise that this is pro-social play rather than aggressive
- Set boundaries for the games to be set out in
- Use planning opportunities to discuss the concept of 'good' and 'bad'.
- Support the play to find alternative solutions to weapon play, exploring different scenarios.

### **Hurtful Behaviour**

Very young children are 'egocentric' which means that they put their own feelings before others, and even the most considerate child will have the occasional outburst due to frustration, anger or over exuberance. We acknowledge that this is a developmental area that needs to be nurtured and supported and that very young children do not intentionally wish to cause hurt. If hurtful comments are made, our strategies are:

- To recognise that very young children are not always able to manage their own feelings and deliver them appropriately
- Assist in this management to support their biological and cognitive development.
- Offer support to both parties and to discuss the issues through play, story times and circle time activities.

### **Anti - Bullying Procedure**

#### **The Role of the Manager**

- It is the responsibility of the manager to implement the Nursery anti-bullying strategy and to ensure that all staff (paid/unpaid) is aware of the policy and know how to deal with incidents of bullying.
- The manger ensures that all children begin to learn that bullying is wrong and that it is unacceptable behaviour in the nursery. The manager draws the attention of everyone to this fact through staff meetings and monitoring that this is being implemented on a regular basis.

- The manager set the nursery climate of mutual support and praise for successes, so making bullying less likely. When people feel they are important and belong to a friendly and welcoming setting, bullying is far less likely to occur

### **The Role of the Staff**

- Staff in the nursery take all forms of bullying seriously and intervene to prevent incidents from taking place. A record is kept of all incidents of bullying that happen in the nursery and these are shared with the manager.
- If staff witnesses an act of bullying they do all they can to support the person or persons who are being bullied. If a child is being bullied over a period of time, then, after consultation with the manager, the key worker informs the child's parent.
- For all incidents of bullying an incident form should be completed. We record all incidents of bullying that occur within the nursery. If bullying is sustained, the nursery will move forward to our behaviour support plan, which supports the child to improve their behaviour. This would only be used once all other avenues have been exhausted.
- If practitioners become aware of any bullying taking place between members of a group, we deal with the situation immediately. This will involve supporting all parties to understand that this is not acceptable to be bullied, to be the recipient of bullying, and that the nursery will deal with the situation very seriously. If the patterns repeat of bullying and the behaviour support plan has not been effective, we would gain further advice from our Early Years Team and source any applicable training for staff.

### **The role of parents**

- Parents, who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact the nursery manager immediately.
- Parents have a responsibility to support the nursery's anti bullying policy and actively encourage their child to be a positive member of the nursery.
- Parents are expected to help develop their child's social skills at all times, in support of the nursery ethos.

### **Monitoring and Review**

This policy is monitored regularly by the manager; this will be carried out by examining the nursery's onsite incident forms.



## **Abuse Against Staff**

If at any time a child shows physical abuse or harm towards a member of staff then the child will be given "reflection time". When the child calms down we will encourage the child to apologise to the member of staff.

The incident will be recorded and signed by the concerned member of staff with a second witnessed signature for evidence. These records are kept in the child's file. Parents will be informed about the child's inappropriate behaviour and it will be explained that this type of behaviour is unacceptable at the Nursery. If the behaviour continues then confidential records will be kept. A meeting would be held between the parents and the manager in order to decide appropriate action.

**The designated person for behaviour management is Tracy Cox**

**Reviewed By Clare Hayes and Tracy Cox**

**Reviewed in September 2016**

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