

Behaviour Management Policy and Procedure

At Munchkids After School Club we aim to create an environment in which children can develop self - discipline and esteem in an atmosphere of mutual respect and encouragement. Rules governing conduct at the club will be discussed and agreed with the children.

Guidelines to create this environment are:

- * All children are expected to behave appropriately at the club.
- * Good behaviour will be praised.
- * Every child starts the day with a clean slate.
- * Rules are applied consistently and fairly.
- * All adults will provide a positive role model.
- * Unacceptable behaviour will be dealt with in an appropriate manner and according to the clubs procedures.
- * Any parental behaviour that is considered inappropriate or offensive to staff, children or committee members will be documented and further action taken where necessary.

Procedures

- * In the event of unacceptable behaviour staff will work closely with the children and parents to help them understand what was wrong with their behaviour.
- * In cases of serious misbehaviour such as verbal/physical or other abuse the unacceptability of the behaviour will be made clear immediately by way of an explanation.
- * Children who misbehave will be given one-to-one adult support in seeing what was wrong and working towards a better pattern.
- * Under no circumstances will physical punishment be used.
- * If the child continues to misbehave, a record will be noted in the incident book. Parents will be requested to read and sign the book to confirm their awareness of the situation. Any child who appears in the book more than three times may be excluded from the club.
- * If a child is to be excluded parents will be given written notification from the Management Committee.
- * In the event of gross misconduct parents will be informed immediately and exclusion may be instant.

Anti-Bullying Policy

- * Any allegations or incidents of bullying will be addressed very seriously.
- * Children will always be listened to.
- * Specific action will address the problem and parents will be notified.
- * All children when joining the club will be helped to understand that bullying is a behaviour that will not be tolerated at Munchkids After School Club.

Agreed by Committee