



BEHAVIOUR MANAGEMENT POLICY

This policy is applicable to: all DECD employees.

DOCUMENT CONTROL

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CONTENTS

| | |
|--|-----|
| 1. TITLE | 3 |
| 2. POLICY STATEMENT | 3 |
| 3. PURPOSE | 3 |
| 4. POLICY DETAILS..... | 3-4 |
| 5. ROLES AND RESPONSIBILITIES | 4 |
| 6. MONITORING, EVALUATION AND REVIEW | 4 |

REVISION RECORD

| Date | Version | Revision description |
|----------|----------|--|
| 21/08/13 | New | Trial period by Preschool Staff |
| 21/06/14 | Reviewed | Staff review conducted. Presented to Governing Council on 27 th October 2014 for ratification |
| | | |

1. TITLE

BEHAVIOUR MANAGEMENT POLICY

2. POLICY STATEMENT

We believe that all children in our Preschool have the right to feel safe. As a staff we believe that we need to provide steps that encourage appropriate behaviour in all children and staff/parents in the learning environment of our preschool.

3. PURPOSE

All children are valued as individuals.

4. POLICY DETAILS

Behaviour Code & Procedures

**** It is expected that all children will follow our 'Preschool Rules' that are established with children at the beginning of the year. Children are encouraged to demonstrate acceptable behaviours including:-***

- > A positive attitude
- > Sharing
- > Taking turns
- > Respecting equipment & environment
- > Respecting others
- > Appropriate behaviour
- > Looking out for others

**** The above will be encouraged through:-***

- > Group praise
- > Individual praise
- > Role play
- > Stickers/stamps

**** Use descriptive encouragement where appropriate behaviour is occurring e.g. 'walking inside is safe.....well done'***

**** We will discourage:-***

- > Negative talk/attitude
- > Throwing sand/objects
- > Running inside
- > Inappropriate language e.g. swearing, name calling
- > Hitting, punching, kicking
- > Inappropriate behaviour
- > Biting
- > Pushing, shoving

- Staff will discuss plans for safe and appropriate behaviour as part of the curriculum. Stories and activities relating to "sharing" and "feelings" provide opportunities for children to contribute in a non-threatening way.

* Children will receive a friendly reminder about inappropriate behaviour
 * *If it continues, the following will occur (subject to the following steps being appropriate given the situation at the time): -*

- | | | |
|--------|---------------------|--|
| Step 1 | warning | a reminder of what is acceptable |
| Step 2 | if they do not stop | encouraged finding something else to do |
| Step 3 | still continuing | THINKING SPOT, in a set place or next to a staff member Maximum time in the Thinking Spot will be approx. as many minutes as the child is years old |

NOTE: - In times of aggression then the child will immediately go to the THINKING SPOT or referred to the Principal/Site Leader

- *Staff will document inappropriate types of behaviour.*

THINKING SPOT DISCUSSION: - *When the child is in the THINKING SPOT they are encouraged to use that time to calm down. Preschool Staff support the individual child during this process and aim at helping the child to think about their actions, think about what caused them to be placed in the thinking spot, to think about what they could do next time to improve the situation. After their time spent in the THINKING SPOT (where at times the teacher will sit with the child to assist them in calming down) the teacher will talk about the ‘choices’ the child had in the situation and have a discussion about how to resolve the problem appropriately and encourage them to apologise to any other children/staff involved. (All methods and questions are adjusted according to child’s age and developmental stage in making it appropriate for them).*

- *At no time will physical punishment be used at the preschool.*
- *Children’s cultural and social backgrounds and values will always be respected.*

Recurring Inappropriate Behaviour

Children with on-going behaviour concerns will have the option of a Behaviour Management Plan which is developed with the collaboration of Parents, the Preschool Coordinator as well as the School Principal; this is to be agreed upon with parents. This will be monitored and reviewed as the child develops.

5. ROLES AND RESPONSIBILITIES

| Party / Parties | Roles and responsibilities |
|------------------------|--|
| Staff & Children | Establish Rules and routines of Preschool |
| Staff | Encourage desirable behaviour and discourage undesirable behaviour |
| Staff | Document inappropriate behaviour |
| Staff | Talk children through ‘Thinking Spot’ process |

6. MONITORING, EVALUATION AND REVIEW

Monitor children’s behaviour in line with policy
 Review Policy on annual basis