



SMILES OUT OF HOURS CLUB BEHAVIOUR POLICY

Policy Manager:	SMILES Business Manager
Date of latest update:	April 2019

*This Policy is available for Staff and Governors on OneDrive.
This Policy is available for parents on the SMILES page of Telford Infant School website.*

The purpose of SMILES Behaviour Policy is to clearly state our expectations of children's behaviour at SMILES and how we respond to and manage their behaviour. SMILES uses effective behaviour management strategies to promote the welfare and enjoyment of children using the club. Working in partnership with parents, we aim to manage behaviour using clear, consistent and positive strategies.

Aims - *Our Behaviour Policy aims to:*

- Promote a high standard of consistently good behaviour.
- Define acceptable standards of good behaviour that are widely known and understood.
- Encourage a consistency of response to both positive and negative behaviour.
- Encourage the involvement of both home and school in its implementation.

Whilst children are at SMILES we expect them to:

- Use socially acceptable behaviour.
- Comply with SMILES rules, which are compiled by the children attending the club.
- Respect one another, accept each other's differences and show empathy to others.
- Encourage everyone to take care of their environment, outside and inside.
- Choose and participate appropriately in a variety of activities.

Staff will encourage positive behaviour by:

- Acting as positive role models.
- Making expectations and acceptable behaviour clear to all.
- Emphasising positive behaviour, effort and achievements by praise.
- Offering a variety of play opportunities to meet the needs of the children attending the club.

Strategies for Managing Inappropriate Behaviour

Challenging behaviour will be addressed in a calm, firm and positive manner. Staff will give the child(ren) the opportunity to explain their behaviour to try to resolve any issues.

Stage 1 – Strategies

- 'Time Out' - remove the child from the situation.
- Adult to have a discreet word with the child.
- Verbal warning given that difficult behaviour is not acceptable.
- Record inappropriate behaviour in SMILES Behaviour Log.

Stage 2

If the inappropriate behaviour continues after stage 1 strategies have been applied, the Supervisor will consult with parents/carers to agree clear strategies and timescales for dealing with persistent inappropriate behaviour and document it in writing.

Stage 3

The Supervisor will ask the SMILES Business Manager to contact parents/carers to discuss the situation and explain that if the inappropriate behaviour continues, temporary exclusion from SMILES is a possible outcome.

Stage 4

Where there is no improvement in behaviour within the agreed timescale and the Business Manager in consultation with the Headteacher feels that it is necessary to stop the child from attending SMILES, a letter will be

sent to the parents/carers to explain the decision to permanently exclude the child from SMILES Club.

Statement on Anti-Bullying

SMILES is committed to developing an anti-bullying culture where no form of bullying will be tolerated. SMILES has adopted the Anti-Bullying Statement which can be found in the Telford Infant School Behaviour Policy on the school website.