

Children's Behaviour policy

At Knutz Out of School Club we recognise our responsibility to support, understand and manage children's behaviour in an appropriate way. We do our best to use effective behaviour management strategies to promote the welfare, enjoyment and safety of children attending the Club. Working in partnership with parents, and liaising with class teachers and other school staff, we aim to support children's behaviour using clear, consistent and positive strategies and with adults modelling positive behaviour. We recognise there isn't a universal approach to supporting behaviour and we must develop appropriate strategies to support each child, whilst balancing and maintaining the safety and enjoyment of all children who attend.

Whilst at Knutz Out of School Club we expect all children will:

- Make good choices and follow our club rules
- Listen to each other
- Take good care of our toys and equipment and use them safely
- Ask for help if they need it
- Join in and have fun

Encouraging positive behaviour

At Knutz Out of School Club positive behaviour is encouraged by:

- Staff acting as positive role models
- Enabling children to develop their independence and develop self-discipline
- Praising appropriate behaviour
- Informing parents about individual achievements
- Offering a variety of options for play to meet the needs of the children attending.

It is likely that as children develop and learn, there will be times when they need support and guidance to understand that their behaviour is not acceptable. Staff will try to determine the cause or triggers of the unacceptable behaviour to prevent the situation from recurring.

Dealing with unacceptable behaviour

- Unacceptable behaviour will be addressed in a calm, clear and positive manner
- In the first instance, staff will remind the child that their behaviour is not acceptable
- Staff will engage in a private discussion with the child about why the behaviour displayed is considered to be inappropriate, linking it to Club rules
- Staff will give the child an opportunity to explain their behaviour to help prevent a recurrence
- Staff will calmly and firmly tell the child what they need to do next.
- When the child complies, staff will recognise and praise this.
- When the child has modified their behaviour and calmed down, staff will give the child the opportunity to explain their behaviour and to give their point of view so children know staff listen to them.
- Staff will encourage and support children to try to resolve their own disputes and conflicts through discussion and negotiation.
- We will communicate with parents to formulate clear strategies for dealing with persistent unacceptable behaviour.
- Managers may speak with appropriate members of school staff to identify strategies in place for the child that may be adapted to the club environment, for consistency.

If after discussion with parents and the implementation of behaviour management strategies, a child continues to display unacceptable behaviour we will implement the following course of action.

- Give the child a formal warning; staff will explain why the behaviour is unacceptable along with the consequences of further incidents.
- Staff will encourage the child to discuss their behaviour, to explain their actions and to identify strategies for avoiding such incidents in the future.
- Details of formal warnings will be recorded on an incident record and kept in the Incident Log.
- The formal warning will be discussed with the child's parent/carer.
- All staff will be informed when a child is given a formal warning.

Managers may consider excluding a child from club if they consider that behaviour management strategies and formal warning are not having the desired effect or if it is felt that children or staff are at risk. The individual circumstances of each case would be considered when deciding whether the exclusion will be immediate or if it would be possible to allow an agreed time for alternative arrangements to be made.

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 seek the support of a colleague or the manager or, in extreme cases, call the police.

All serious incidents will be recorded on an **incident record** and kept in the child's file. This may be used to reveal 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.

Corporal punishment

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


We will take reasonable steps to ensure that no child who attends our Club receives corporal punishment from any person who cares for or is in regular contact with the child, or from any other person on our premises.

Knutz Out of School Club

Signed: Lesley Berry
Manager

Policy updated on: 08 July 2025

Next review date: January 2026

A handwritten signature in blue ink, appearing to read "L Berry".

Written in accordance with the Statutory Framework for the Early Years Foundation Stage (2024): Introduction [3.1-3.3] and Safeguarding and Welfare Requirements: Supporting and understanding children's behaviour [3.58-3.60] and Safeguarding Training [3.24-3.25].