



# ClubsComplete

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## Behaviour Management Policy

### Policy Statement

At ClubsComplete, our first priority and responsibility is to the children in our care. We understand that a child's behaviour can demonstrate the way that they are feeling and that a change in their behaviour could be caused by underlying private issues that may need to be addressed. Children will be closely monitored by members of the ClubsComplete team whilst in our care and any changes, either negative or positive will be notified to parents. We have a system of rules in place at every club and they will be used equally to every child.

### Procedures

- We aim to be consistent with all policies used in the schools that we work in, even in holiday time.
- At the start of the first club/holiday club, the rules and boundaries are always explained clearly so that the children know what is allowed and what is not.
- We encourage children to make up their own set of rules at the start of every new club. This way, children adhere by these rules as they are taking responsibility for their own behaviour.
- All of the rules made up by the children and established by the staff are consistent and maintained throughout the duration of every club.
- Good behaviour is praised so that children know when members of staff are happy with them and that is the way that we want them to be behaving. This also raises children's self esteem and encourages them to continue to behave in that way.
- At most clubs/venues we have star charts so that children are awarded stickers or stars for behaving well so that they can wear it on their chest with pride.
- Staff will not administer physical punishment however if a child is at risk of hurting themselves or another child, staff may be required to implement the minimum amount of physical restraint. All such incidents are recorded in the Accident/Incident book and signed by parents on the day.