



St Raphael's School OSHC

2022

Behaviour Management Policy



Reviewed 2022

BEHAVIOUR MANAGEMENT AND PERSONAL RESPONSIBILITY POLICY

St Raphael's school OSHC Service is committed to meeting the needs of the children in care in a way that fosters a positive and nurturing environment. The safety of all staff and children are a priority. Children and staff are to be treated respectfully. Within the service environment, staff and children work collaboratively to define consequences for the actions of children who disregard the safety and respect of others. The service has clear steps for unacceptable behaviour, which are compatible with the school policies and procedures.

We believe that to effectively guide children's behaviour we need to:

- ensure children are continually guided and encouraged towards acceptable and inclusive behaviour in a positive manner_order to maintain their self-esteem, dignity and personal integrity
- guide children to recognise personal responsibility and self-discipline
- acknowledge that children can learn from their mistakes
- be fair and consistent
- when guiding children's behaviour, place focus on the behaviour and not the child
- recognize that a child's behaviour can be_affected by a multitude of factors such as their_age,the physical environment, time of day, staff and other_children's actions, family experiences and cultural backgrounds
- work together with families and teachers to build positive relationships
- provide a wide and varied programme to reduce boredom and discontent
- seek input from families and children when reviewing behaviour management policy to encourage ownership and acceptance.

The behavioural expectations are as follows:

- We respect and care for ourselves, other people and property including toys, games and other play equipment
- We work and play safely and co-operatively
- We follow directions of all_staff members
- We stay inside the supervised boundaries

The following steps are introduced when the rules are not being followed:

1. Reminder of the rule.
2. 5 minutes time out of play or a logical consequence.
3. Additional time out of play, with associated consequences-such as loss of some privilege or a written apology.
4. Repeated inappropriate behaviour will result in consultation with parents. At this time the child, parent/caregiver and OSHC Director may negotiate and formulate a behavioural plan.
5. If parental consultation and behavioural plan does not improve behaviour, the issue will be directed to the school's Principal and may result in Internal Suspension.
6. If all of the above steps prove unsuccessful, the child may be temporarily excluded from the OSHC_programme.

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Serious Behaviour Incidents

If a more serious incident occurs during the session and it is easily investigated, (and it is clear what has occurred), the child/children will miss out on play time. They will be asked to sit in a place nominated by the OSHC Director for the remainder of the session (or what is deemed an appropriate time according to the age of the child and the nature of the incident). If the child won't willingly sit at the designated area they will be advised that their parents will be informed and the consequence will be to spend the entire session at the designated area at the next session attended.

If the serious incident occurs late in the session, or cannot be fully investigated at the time, it will be referred to the OSHC Director with details of the incident and people involved.

This will then be fully investigated and dealt with as needed by the OSHC Director. Any children found to be at fault of serious inappropriate behavior will have a letter sent to their family outlining the incident and consequence of internal suspension (sitting at the designated area the next time they attend). The letter needs to be signed by a parent and returned for our files.

At this point the family will be informed that such serious inappropriate behavior will not be tolerated and if such instances continue it may lead to a week's internal suspension and/or exclusion from the program. The school Principal will also be informed.

The Principal will be sent a copy of all instances of internal suspension and will be involved in any process of exclusion. The terms of any internal suspension or exclusion will be determined on a case by case basis.

At the end of the investigation, a letter will also be sent to inform the families of any other children who may have been involved in the incident. This letter will inform families of the incident and the outcomes (such as consequences for the behavior)

Serious behavioural incidents may be defined as:

- Physical aggression
- Bullying
- Severe swearing
- Disrespect of staff

If at any time a staff member feels threatened, or is concerned for the safety of other children, the safety of themselves and others must become the priority. The staff member/s are to move the other children and staff to a safe area and call for back up from OSHC Director, School Principal, offending child/ren's Parent, Police.

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