



Positive behaviour management (children) policy

The focus of this Policy is to promote good relationships and positive behaviours which engender mutual respect and esteem between and among staff, children, and parents.

Positive, caring, and polite behaviour will always be praised in an environment in which children are encouraged to play and work in an atmosphere of mutual courtesy and kindness, where they learn to respect themselves, other people, and their surroundings. Through this, it is hoped children will build up personal self esteem and become aware of their own and other values.

Children will be encouraged to be 'Successful Learners, Confident Individuals, Responsible Citizens and Effective Contributors' reflecting the four capacities of 'Curriculum for Excellence'.

Children need to have set boundaries of behaviour for their own safety and the safety of others. Within the Nursery these boundaries are set to help children to develop a sense of the significance of their own behaviour on their own environment and on those around them.

We aim to:

- Recognise the individuality of all our children.
- Encourage children's natural desire to explore and develop their own ideas and concepts.
- Encourage children to be as independent as possible according to their ability, to develop self-discipline, to observe the rules of the group, show kindness to other children and to accept the authority of staff.
- Encourage children to participate in a wide range of group activities to enable them to develop their social skills, turn taking and teamwork.
- Praise children and acknowledge their positive actions and attitudes ensuring children become aware of their own value and build up their personal self-esteem.

Positive behaviour management

Safety, care, and respect for each other are paramount. Working with young children to ensure they feel safe, secure, and happy involves Nursery staff being responsive to

children's needs, whilst being professional. This includes giving children cuddles. The Nursery promotes good practice in this area and recognises that while it is appropriate to cuddle children, staff are advised not to do this in isolation. Over tickling, being overly boisterous with children or asking inappropriate questions such as asking children to tell them they love them or staff telling children they love them, is discouraged.

Children who behave inappropriately will be required to talk through their actions and be asked to apologise only when it is developmentally appropriate for the child. Any child who has been upset will be comforted. It is important to acknowledge that it is the inappropriate behaviour that is being dealt with, not the child.

Where children behave in an inappropriate or unacceptable way:

- Inappropriate behaviour will be dealt with immediately.
- Physical or verbally aggressive actions or threats will not be used in the Nursery, nor will staff raise their voices in a threatening way.
- Children will be encouraged to develop non-aggressive strategies to help them learn to be assertive in establishing their rights. They should also be given the opportunity to release their feelings creatively.
- Children will not be singled out or humiliated in any way. Other children who witness inappropriate behaviour will be directed to alternative activities.
- How a type of behaviour is handled will depend on the child's age, level of development and the circumstances surrounding the behaviour. This may involve the child being asked to talk and think about what he or she has done away from the playroom. It may also involve the child apologising for their actions.
- Parents/carers will be informed if their child has behaved inappropriately or if their child has been upset by inappropriate behaviour.
- Parents/carers may be asked to meet with the Nursery Manager or a senior member of staff to discuss their child's behaviour so that any difficulties can be worked through and to ensure consistency between home and the Nursery. In extreme cases and in line with the principles of GIRFEC, additional advice and support from other professionals, may be sought, e.g., an educational psychologist.
- Staff will, in partnership with parents/carers, make every effort to identify any behavioural concerns and causes of inappropriate behaviour. If required, an individual behaviour modification plan will be produced and implemented.
- If a child requires help to develop positive behaviour, every effort will be made to provide for their needs.
- Confidential records will be kept on any inappropriate behaviour that has taken place. Parents/carers will be informed and asked to read and sign any information regarding their child.

Staff Physical Intervention

Staff physical intervention should only be used to manage a child's behaviour if it is necessary to prevent personal injury to the child, other children, or adult, to prevent serious damage to property or in what would reasonably be regarded as exceptional

circumstances. Any occasion where staff physical intervention is used to manage a child's behaviour will be recorded and parents will be informed about it on the same day. Clyde Nursery Ltd will endeavour to ensure that no staff member uses physical intervention unless it is absolutely necessary in the best interest and safety of the child.

Biting is a common behaviour which some young children go through. This is part of some children's developmental stage and can happen where they do not yet have the words to communicate their anger, frustration or need.

Strategies to prevent biting include sensory activities, biting rings, adequate resources and a stimulating, exciting environment. However, in the event of a child being bitten, the following procedure will be followed.

The child who has been bitten will be comforted and checked for any visual injury. First aid will be administered where necessary. An accident form will be completed, and the parents/carers will be informed when they collect their child unless the bite is severe, in which they will be informed by telephone as soon as possible. The bitten area will continue to be observed for signs of infection.

For confidentiality purposes and possible conflict, the name of the child who has bitten will not be disclosed to the parents/carers of the child who has been bitten.

The child who has caused the bite will be told in terms that they understand that biting (the behaviour and not the child) is unkind and be shown that it makes the staff and the child who has been bitten sad. The child will be asked to say sorry if developmentally appropriate or to show they are sorry, e.g., through hugging, if appropriate. An accident form will be completed and shared with the parents at the end of the child's session. Clyde Nursery Ltd will provide a factsheet, should parents wish, with information on why children bite in order for parents to understand this.

If a child continues to bite, observations will be carried out to try to distinguish a cause, e.g., tiredness or frustration and an incident form will be completed that will have a complete chronological record of activity for a child who has harmed another child/person. Meetings will be held with the child's parents/carers to develop strategies to prevent the biting behaviour. Parents/carers will be reassured that it is part of a child's development and not made to feel it is their fault.

Harassment and bullying

Clyde Nursery Ltd recognises the problems associated with harassment and bullying and is committed to providing an environment in which all individuals can operate effectively, confidently, and competently.

Clyde Nursery Ltd is committed to the elimination of discrimination on the grounds of sex, marital status, age, ethnic origin, nationality, colour, religion, sexual orientation, and disability.

Harassment and/or bullying are not acceptable under any circumstances, either to adults or children who are service users of the Nursery, or to members of staff.

Harassment is defined as any conduct which is unwanted by the recipient, and which affects the dignity of any individual, or group of individuals. Harassment may be repetitive, or an isolated occurrence against one or more individuals. It can be physical, verbal, and non-verbal.

Bullying can take many forms – physical, verbal, or emotional – but it is always a repeated behaviour that makes others feel uncomfortable or threatened. Cyber bullying or online bullying is when one person or a group of people try to threaten or embarrass someone else using a mobile phone or the internet including email, chatrooms, social networking sites and interactive gaming.

Children must be encouraged to recognise that bullying of any form is unacceptable.

- All staff in Nursery should be constantly aware and alert to any harassment or bullying taking place.
- Any form of harassment or bullying will be dealt with immediately by staff. If harassment or bullying is observed, any children, parents/carers or staff present will be fully supported.
- If staff think a child is being harassed or bullied, however mild or harmless it may seem, staff are encouraged to resolve the situation.
- Any instance of harassment or bullying will be reported to the Nursery Manager and will be discussed with the parents/carers of all children involved in order to agree on consistent resolution to the behaviour.
- Children will always be encouraged to share and to understand how other children might feel if they do not share.
- Staff are encouraged to recognise that occasional physically aggressive behaviour in early years is part of a child's development and that it should be channelled in a positive way.
- Children will be helped to understand that using aggression in order to get things is inappropriate and will be encouraged to resolve problems in other ways.
- If staff feel play has become aggressive, indoors, or out, they will use distraction tactics by initiating games and activities to calm the situation.
- If parents/carers have concerns that their child is being harassed or bullied, the Nursery Manager or a senior member of staff will be available to discuss these concerns.
- Consistent discriminatory behaviour may lead to exclusion from Nursery, but such steps will only be taken when all other forms of resolution have failed to modify behaviour.

- All reports of harassment or bullying will be taken seriously and investigated promptly.
- All occurrences of harassment or bullying will be recorded paying particular attention to any patterns of behaviour or persistent offenders. Strategies will be developed to prevent or diffuse future incidents.
- Staff must ensure they do not express any views or comments that are discriminatory, nor must staff appear to endorse such views by failing to challenge discriminatory behaviour. Any staff behaving in a discriminatory way by harassment or bullying will be subject to disciplinary action.

The Company Director/Nursery Manager will keep up to date with legislation and research, including the Scottish Social Services Council Code of Practice for Employers, and support changes to policies and procedures in the Nursery. Staff will be trained in positive behaviour management at relevant in-house or external training courses. Staff will recognise that codes for interacting with other people varies between cultures. Staff will also be alert to any ignorant or offensive behaviour based on fear or dislike that may be expressed by children, staff, or parents/carers in Nursery.

All employees of Clyde Nursery Ltd will behave in such a way as to promote positive behaviour through adult example and to implement the objectives of this policy. This will result in children feeling confident and secure in their environment, both at home and at Nursery. Our aim is that we will work in partnership with parents by communicating openly to lay the foundations from which children grow into happy, self-confident, well-adjusted citizens.

A copy of this policy is available to view in the Policy Folders held in the Nursery Office and Nursery Playrooms.

Reviewed: November 2024

Date of Next Review: November 2025