




# Marches Family Network

## Positive Behaviour Policy

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| Owner                       | Trustees and Staff of Marches Family Network   |
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## Introduction

Marches Family Network is committed to creating a positive environment where staff, workers and volunteers consistently manage and encourage positive behaviour, promoting children and young people's welfare and development. We seek to encourage positive behaviour in all children and young people using praise and positive reinforcement and by encouraging sharing and negotiation. We understand that some disabilities can result in challenging behaviour being displayed. This policy does not aim to penalise these children and young people but outline the support that Marches Family Network will offer.

## Scope

This policy applies to all trustees, employees, workers, and volunteers working on behalf of Marches Family Network; for the purposes of this policy all are referred to as staff. In addition, the policy also applies to all children and young people and their parents/carers.

## Rewards and Sanctions

The main underlying principle of how positive behaviour will be rewarded is praise. When giving praise to a child or young person, staff will make it clear as to why they are being rewarded. Praise acknowledges the efforts of the young people, focuses their attention on their desirable behaviour, and fosters intrinsic motivation.

Rewards given might include:

- An approving nod, smile, or look.
- Private praise
- Public praise
- Stickers
- Certificates
- Small reward items (e.g. snap bands, pencils etc)
- Being given special responsibilities (e.g. forming the cleaning rota for staff)

Some children and young people may choose to misbehave, and disrupt the session for all others, with intent. Where this is evident, staff will implement sanctions and support the individual to understand the impact that they are having on their peers.

Sanctions might include:

- Loss of favoured activity/resources
- Time away from the rest of the group for a short time period (with staff support)
- Required to clean/tidy up any mess that they have created.

Marches Family Network will seek to aid positive behaviour by:

- Consulting with children and young people when creating rules and boundaries.
- Helping children and young people to understand the consequences of their behaviour by using time out techniques or exclusion from specific activities.
- Helping children and young people to positively challenge bullying, harassment and name calling.
- Encouraging children and young people to be responsible e.g. tidying up.
- Reassuring children and young people they are valued as individuals – that it is the behaviour that is not liked, not the child or young person.
- Providing appropriate levels of staff support.
- Ensuring that favoured communication methods are used for each young person.
- Helping children and young people to understand that the use of inappropriate language is not acceptable.
- Using a wide range of diversion, distraction and de-escalation techniques such as structuring the environment, planned ignoring, changing staff, providing visual aids, as appropriate.

## Our Support

Marches Family Network reserve the right to exclude any child or young person from a session if it is felt that their behaviour places them, other children and young people, or staff at significant risk. We will work with the parent/carer to implement strategies to support their child whose behaviour is deemed challenging. This may involve working with other agencies.

It may be deemed that our setting is not the most appropriate for all young people to access.

At all times during all sessions, we expect co-operation and socially acceptable behaviour from the children and young people, where practical, and within the limits of their disability. We maintain standards of courteous behaviour between our staff as a team, and between staff and the children and young people in their care.

Parents/carers are consulted regarding issues that affect their children and young people's behaviour; strategies for dealing with negative behaviour are recorded on the registration form and individual play information sheets for the benefit of the staff. If upon registration it is deemed appropriate and necessary, a positive behaviour plan may also be written for the child or young person, to ensure that all staff know the best methods of working with the child or young person. The staff are committed to working with the parents/carers and other practitioners to achieve acceptable behaviour at every session.

Our trained and experienced staff are aware of certain areas of disability which may make socially acceptable behaviour particularly difficult for some children and young people. The purpose of this policy is not to penalise them in any way, but to encourage those who are capable of co-operation to act responsibly. Members of staff are trained in strategies to divert and defuse situations and to avoid any escalation in behavioural difficulties (currently Team Teach, which promotes listening and learning and reduces the need for physical restraint – see <http://www.teamteach.co.uk/>).

We actively encourage positive behaviour and put great emphasis on the learning of social skills which will help the children and young people throughout their life.

Most of the children and young people who take part in the activities arranged by Marches Family Network co-operate happily with the staff. It is envisaged that temporary exclusion from activities will act as a sanction against those very few circumstances where the children and young people are unable to co-operate.

Unacceptable behaviour, where we cannot establish a reason after talking with parent/carers, will normally result in the following measures:

- On the first occasion when unacceptable behaviour has been shown, the young person will receive a warning and the parent/carer will be informed.
- At the next session, if the young person demonstrates unacceptable behaviour again, or if the behaviour persists despite warnings and there is a risk of escalation, the parent/carer will be contacted and asked to collect their child from the session.

*These are guidelines only and the individual circumstances will be taken into consideration in each case (e.g. level of understanding, anxieties/insecurity, attachment etc.)*

We will seek further support and guidance from other agencies, if possible, to inform effective strategies.

Staff will ensure that there is good planning of activities and experiences for the children and young people (taking their views and preferences into consideration), which will help to create a positive environment, thus reducing the likelihood of negative behaviour. All staff try to reassure the children

and young people so that they understand why a decision has been made.

## **Restrictive Physical Intervention**

No corporal punishment will be used at any time. Corporal punishment or threatening language must not be used or implied under any circumstances. If corporal punishment or threatening language is used or implied by a member of staff this will constitute an offence and disciplinary action will be taken. A member of staff shall not be taken to have given corporal punishment in breach of the above if the action was taken for reasons that include averting an immediate danger of personal injury or an immediate danger of death of any person including the child or young person.

Restrictive physical intervention is only used to manage a child or young person's behaviour if it is necessary to prevent personal injury to the child or young person, other children/young people or adults, to prevent serious damage to property, or to prevent criminal offences. Any such physical intervention will be recorded, and parents/carers informed of the action when they collect their child/young person. Members of staff receive appropriate training in specific approved techniques (Team Teach).

Staff should ensure that any interventions are reasonable, proportionate and necessary, with a focus on de-escalating the behaviour, **not** punishing the individual. Physical intervention should only be used when all other strategies have failed, or circumstances are so severe that immediate intervention is necessary, reasonable and proportionate.

Marches Family Network can use mechanical restraint techniques if they have been confirmed to be required by the parents/carers. Any form of mechanical restraint must be provided by the family, and staff will inspect it for any signs of damage before use.

## **Recording**

All behavioural incidents should be recorded on an incident form on the same day. All restrictive physical interventions should be recorded on an incident / physical intervention record, and in the bound and numbered incident book.

- Name of child/young person
- Name of member of staff who used physical intervention.
- De-escalation technique(s) used, including all used before any restrictive measures.
- Date, time and place of incident.
- Circumstances of incident, factors leading up to it, triggers etc.
- Nature of physical intervention used and why it was used and duration of use.
- Effectiveness of the measure
- Name of witnesses and signatures
- Any injuries that may have occurred during the incident (either to the child/young person or member of staff)
- Any further action taken.
- Confirmation that restoration conversation has taken place.
- Parent/carer's signature (parents/carers should be told the day incident occurs).

Any injury that occurs as part of a behaviour incident must be recorded on the incident, or incident / physical intervention record, and recorded on an accident form.

Following an instance when a physical intervention has been used to manage a child or young person's behaviour, a positive behaviour plan will be written. This will include known ways to avoid the use of physical intervention, and the preferred methods to be used if an incident does occur. This will ensure that all staff know the best ways to work with an individual and minimise the use of any physical interventions at Marches Family Network's sessions.