

Behaviour Guidance Policy

Lilliput Land Cooperative Nursery School

Reviewed October 2016

Purpose of the Policy

A positive learning environment is the objective in all facets of the care and guidance of the children of Lilliput Land, including those times in which difficult situations require disciplinary measures. Corporal punishment and other prohibited disciplinary practices as defined are absolutely prohibited in order to protect the emotional and physical well-being of the children in the care of Lilliput Land. A positive discipline program ensures health and safety, respect for the rights of others and maintains equipment.

Behaviour Guidance Policy

At Lilliput Land, we believe children have the right to quality care which is safe and healthy and provides learning opportunities that promote their growth and development.

To ensure a child's safety and well-being and to foster social and emotional development, it is necessary at times to impose limits or set standards of acceptable behaviour. Teachers should be guided by their knowledge and understanding of a child's growth and development, as well as an understanding of the individual child.

Appropriate guidance of the children's behaviour occurs in an environment where a trusting and caring relationship has been established between teacher and child. This can be achieved by showing genuine interest and warmth and by viewing the children and their feelings as important and worthy of respect.

The role of the staff is to support a child's sense of being a worthwhile person while providing opportunities for the child to learn appropriate ways to interact with others. Promoting positive self-esteem helps children to become emotionally healthy and self-confident. Once trust and a sense of security is established, the children will feel safe to express themselves, knowing that there are supportive and understanding adults who can be counted on to help them gain control of their own world.

Children are given the opportunity to express their emotions and are guided in appropriate ways of communicating their wants and needs to others. Adults empathize with the children and try to interpret their feelings and motives.

Child guidance is maintained through careful, active supervision, setting clear limits and giving age appropriate explanations. Teachers approach discipline in a positive manner, using praise and attention to encourage desirable behaviours. Teachers treat each child as a unique individual and are fair and consistent. They will encourage children to accept the consequences of their behaviour and engage in problem solving alternatives where age appropriate.

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Methods used include:

1. **Redirection:** guiding a child into acceptable options
2. **Natural and Logical Consequences:** making the child aware of the results of their actions
3. **Setting Limits:** teachers develop boundaries for the children, either as a group or individually according to the situation
4. **Modeling:** demonstrating appropriate behaviours to the children
5. **Providing Choices:** teachers outline appropriate choices and children are encouraged to make decisions for themselves
6. **Anticipating:** teachers plan and prepare the environment in such a manner to avoid conflict

Behaviour Guidance Policy Adherence

All staff, supply staff, program volunteers and duty parents are required upon employment (or prior to participating in school programs) and annually thereafter to sign a form affirming that they have read and understand the behaviour guidance policy and procedures of Lilliput Land: these will be kept for a period of two years.

Should staff, supply staff, program volunteers and duty parents fail to comply with or contravene the behaviour management policy, the Board is obligated to act immediately.

The Board, as operators of Lilliput Land, must not permit and is prohibited from doing anything understood as prohibited disciplinary practices in the Child Care and Early Years Act (2014). The Board is responsible for reviewing, monitoring and maintaining all records pertaining to Lilliput Land's behaviour guidance policy.

Prohibited Disciplinary Practices

There shall be no:

- a) Corporal Punishment of a child.
- b) Physical restraint of the child, such as confining the child to a high chair, car seat, stroller or other device for the purposes of discipline or in lieu of supervision, unless the physical restraint is for the purpose of preventing a child from hurting himself, herself or someone else, and is used only as a last resort and only until the risk of injury is no longer imminent.
- c) Locking the exits of the child care centre or home premises for the purpose of confining the child, or confining the child in an area or room without adult supervision, unless such confinement occurs during an emergency and is required as part of the licensee's emergency management policies and procedures
- d) Use of harsh or degrading measures or threats or use of derogatory language directed at or used in the presence of a child that would humiliate, shame or frighten the child or undermine his or her self-respect, dignity or self-worth
- e) Depriving the child of basic needs including food, drink, shelter, sleep, toilet use, clothing or bedding; or

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- f) Inflicting any bodily harm on children including making children eat or drink against their will

Failure to Comply Procedures

Should staff or supply staff fail to comply with the behaviour management policy of Lilliput Land, the following steps will be taken by the Board:

- A verbal warning
- A written warning
- Dismissal

Should a program volunteer and/or duty parent fail to comply with the behaviour management policy of Lilliput Land; the following steps will be taken by the Board:

- A verbal warning
- A written warning
- Formal notice that he/she will not be welcome as a duty parent or volunteer in school events where children are present and will be required to purchase replacement services to fulfill his/her obligations as a member of Lilliput Land.

Should the Board (as the operator of Lilliput Land) be seen to permit anything that contravenes Lilliput Land's behaviour management policy, a member of the staff, supply staff, program volunteer and/or duty parent may take the following steps:

- Formally notify the Board by letter
- Request an extraordinary meeting with Board members.
- Request an extraordinary General Meeting should the meeting with the Board not be satisfactory
- Formally inform the Program Advisor of the Ministry of Education (Child Care) by letter

Permitted Disciplinary Practices

In our program we foster cooperation and independence by using:

1. **Redirection:** guiding a child into acceptable options
2. **Natural and Logical Consequences:** making the child aware of the results of their actions
3. **Setting Limits:** teachers develop boundaries for the children, either as a group or individually according to the situation
4. **Modeling:** demonstrating appropriate behaviours to the children
5. **Providing Choices:** teachers outline appropriate choices and children are encouraged to make decisions for themselves
6. **Anticipating:** teachers plan and prepare the environment in such a manner to avoid conflict.

A positive approach ensures health and safety, respect for the rights of others and maintains equipment.

- If disruptive behaviour is persistent, the Supervisor shall contact the parents to determine an appropriate course of action.

Monitoring

- The Board will ensure that this policy is available for and reviewed by Board members, program volunteers and duty parents. It will also endeavor to provide additional support for positive parenting skills through workshops.

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- The Supervisor will ensure staff, supply staff and volunteer / duty parents review the permitted disciplinary practices upon employment and annually thereafter. He/she will also encourage professional skills development in this area if required.

Informing Parents

- Parents are informed in the Orientation Handbook of Lilliput Land's approach to behaviour guidance
- Should a child's behaviour cause harm to another child or staff member, Lilliput Land staff will act in accordance with the Health & Safety Policy – Children and / or the Serious Occurrence Policy. Staff will contact the parents / caregivers of the responsible child to explain what has happened.
- Persistent disruptive behaviour, which lasts over a period of time, shall be brought to the attention of the Board by the Supervisor.
- In all cases when parents are informed of a child's behaviour, staff will discuss the causal behaviour with the parents and attempt to determine together if this is a pattern of behaviour and how best to resolve the behaviour in a positive, supportive fashion.
 - Staff will provide parents with information on local resources available for professional support, if required.
 - Should the behaviour persist and all local resources have been exhausted, the Board will request a meeting with the parents and staff to review the situation. As a last resort and if required for the safety of the children and staff at Lilliput, the child may be removed from Lilliput Land at the discretion of the Board and in full consultation with the parents.