



## Ladybird Playgroup Thriplow CIO – Behaviour and Discipline Policy

School Lane, Thriplow, Royston, Herts, SG8 7RH

CIO Charity Number 1162435

Tel: 01763 208055 Email: [ladybirdplaygroupthriplow@gmail.com](mailto:ladybirdplaygroupthriplow@gmail.com) Web: [www.ladybird-playgroup.co.uk](http://www.ladybird-playgroup.co.uk)

## Behaviour and Discipline Policy

### Statement of Intent

This policy represents the agreed principles for behaviour and discipline throughout the Playgroup. All playgroup staff, representing Ladybird Playgroup Thriplow CIO have agreed this policy.

### Aims

It is the primary aim of Ladybird that every member of the Playgroup feels valued and respected and that each person is treated fairly and well. We are a caring community, whose values are built on mutual trust and respect for all. The playgroup's behaviour and discipline policy is therefore designed to support the way in which all members of the playgroup can live and work together in a supportive way. It seeks to promote an environment where everyone feels happy, safe and secure and to support the key aims outlined below.

At Ladybird Playgroup Thriplow CIO we believe that children and adults flourish best in an ordered environment without fear of being hurt or hindered by anyone else. We aim to work towards a situation in which children can develop self-discipline and self-esteem, and respect for others. We also ensure everyone knows what is expected of them and children are free to develop their learning in an atmosphere of mutual respect and encouragement. Sharon McGinty is the named practitioner responsible for behaviour management issues.

### COVID-19

This is an unsettling time for young children. Practitioners are alert to the emotional well-being of children who may be affected by the disruption to their normal routine. Where a child's behaviour gives cause for concern, practitioners take into consideration the many factors that may be affecting them. This is done in partnership with the child's parents/carers and the principles of this procedure are adhered to.

### Procedure

Different ways of dealing with unsociable behaviour are used and this is regularly discussed and agreed within the playgroup, and explained to all newcomers, both children and adults. The Ladybird rules were implemented from the children's suggestions and are reinforced by visual prompts, stories and modelling on a regular basis. These include:

1. Take turns



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2. Kind hands and feet

3. Listening ears

4. Looking eyes

5. Walk and talk

6. Sit still

7. Hands up

Appropriate methods are implemented to manage children's behaviour including distraction, praise and reward and excellent playgroup- home links.

All adults caring for children at Ladybird Playgroup Thriplow CIO will ensure that the ideas of the playgroup are applied consistently, so those children have the security of knowing what to expect and can build up useful habits of behaviour. It has to be remembered that we are not born knowing how to take turns and play co-operatively and the children need not only to be told but also to learn by example.

In case of serious behaviour such as bullying, racial or other abuse, the unacceptability of the behaviour and attitudes will be made clear immediately. This will be done by means of explanation of acceptable and unacceptable behaviour rather than personal blame. Again, this would be explained to parents at the end of the session.

All adults will try to provide a positive role model for children with regard to friendliness, care and courtesy. We verbally praise the children for positive behaviour. The Ladybird Playgroup Thriplow CIO expects every member of their community to behave in a considerate way towards others.

In any case of misbehaviour, it will always be made clear to the child or children in question that it is the behaviour and not the child that is unwelcome.

Adults in the Ladybird Playgroup Thriplow CIO will praise and endorse desirable behaviour such as kindness and willingness to take turns.

Adults will not raise their voices in a threatening way. As a team we will take positive steps to avoid a situation in which children receive adult attention only in return for undesirable behaviour.

Adults in the playgroup will make themselves aware of, and respect, a range of cultural expectations regarding interactions between people. This will be done through discussion with parents/carers.



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### When children behave in unacceptable ways:

Any problems will be handled in a developmentally appropriate fashion, respecting individual children's level of understanding and maturity.

Our strategy for dealing with challenging behaviour is as follows:

- Restate the rule
- Praise the children who are complying
- Call the name of the child – wait for “take-up time”
- Distract and divert
- Offer a choice of suitable options, e.g. different toy
- Give verbal warning about the consequences, e.g. leave the activity or offer an alternative activity supervised by an adult.
- In the unlikely situation of the unwanted behaviour continuing the child is removed from the situation and given a period of ‘calm down’ time with an adult. This will be equal in minutes to their age.
- The parents will be informed about the inappropriate behaviour at the end of the session.
- If similar behaviour persists over a period of time an ABC chart will be completed in partnership with children and parents, as detailed on page 3 of this document.

If a child smacks or hurts another child or adult, a member of staff will explain to the child what they have done wrong and possibly remove them from the situation.

If a child is displaying any other forms of inappropriate behaviour with the risk of hurting themselves, others around them or the playgroup environment, he or she will be told 3 times that this action is inappropriate and then removed from the situation as stated previously.

Recurring problems will be tackled by Ladybird Playgroup Thriplow CIO, in partnership with children and parents using objective observations (ABC chart) to establish an understanding of the cause, and a Behaviour Plan may be implemented. Further support may be sought from the setting SENCO and outside professionals.



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Adults will be aware that some kinds of behaviour may arise from a special need; to support this, practitioners may work with the setting SENCO (Special Educational Needs Co-ordinator) and outside professionals to implement an Education, Health and Care (EHC) Assessment and Plan process. This will involve one-to-one support, working together to resolve and review behaviour issues. This process is always explored with open communication and in partnership with parents/carers (see SEN Policy for more information).

Techniques intended to single out and humiliate individual children will not be used.

Children will never be sent out of the room or left unattended in any situation.

Children will be constantly reassured that they are always valued as individuals even if their behaviour may be unacceptable. We work together to solve any problems.

Physical punishment such as smacking or shaking will never be used nor threatened. Restraints may be used if a child is having a temper tantrum or if a member of staff felt that the child was a danger themselves or to others. The parents would be informed of this action at the end of the session.

This policy aims to help children grow in a safe and secure environment and to become positive, responsible and increasingly independent members of the Ladybird Playgroup Thriplow CIO community.

The playgroup rewards good behaviour, as it believes that this will develop an ethos of kindness and cooperation.

This policy is designed to promote good behaviour, rather than merely deter anti-social behaviour.

### Rough and tumble play and fantasy aggression:

We recognise that teasing and rough and tumble play are normal for young children and acceptable within limits. We regard these kinds of play as pro-social and not as problematic or “aggressive”.

We develop strategies on a day to day basis to contain play. These are agreed with the children, with acceptable behavioural boundaries to ensure children are not hurt or children who do not wish to play are not anxious.

We recognise that fantasy play also contains violently dramatic strategies eg, blowing up, shooting etc, and that themes often refer to “goodies” and “baddies.” We use these, where possible, as opportunities for us to explore concepts of right and wrong.



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We also tune in to the content of the play, suggesting alternative actions for heroes and heroines to encourage empathy and lateral thinking, by exploring alternative scenarios for resolution of role play conflicts.

### The role of parents:

The Ladybird Playgroup Thriplow CIO collaborate actively with parents, so that children receive consistent messages about how to behave at home and at school.

### Records:

The Ladybird Playgroup Thriplow CIO keeps records concerning repetitive signs of challenging behaviour. The team record these incidents on an ABC form or Incident form. This is then shared daily at the end of the session with the child’s parents and kept in their Key Child file. A home-school book may also be used in some circumstances. All data handling takes place in line with our Data Protection policies.

### Monitoring and review:

The playgroup staff monitor the effectiveness of this policy on a regular basis through observations, by reviewing rewards and consequences and from responses from parents/carers. The policy is reviewed annually and signed by all staff.

This policy was adopted at a meeting of the Ladybird Playgroup Thriplow CIO	
Held on (date)	
Signed on behalf of the Ladybird Playgroup Committee	
Role of signatory (e.g. chairperson etc.)	
Signed by Playgroup Leader/Deputy	
Name of Playgroup Leader/Deputy	