**VICTORIA COLLEGE BELFAST**

**(incorporating Richmond Lodge School)**

**Day Care**

**Managing Aggression and Challenging Behaviour Policy**

**Referencing Standard 6**

**1. Rationale:**

Victoria College Day Care is committed to promoting high quality education by employing and supporting staff who will work with a high degree of commitment and professionalism in a supportive and structured environment. The purpose of this policy and accompanying procedures is to establish a clear framework for managing aggression and challenging behaviour within the Day Care Setting. This policy applies to all staff, teaching and non-teaching, employed by Victoria College Day Care.

**2. Aims and Objectives:**

* To ensure that the setting is a safe and comfortable place for all.
* To ensure that children who manifest potentially harmful or bullying behaviours are kept safe and do not harm other children.

**3. Procedures:**

In Victoria College Day Care good behaviour is rewarded and a positive ethos

is encouraged. Staff and children adhere to the 5 Golden Rules:

* We always keep our hands and feet to ourselves.
* We speak nicely and have good listening.
* We keep ourselves safe and clean.
* We all help to look after the toys and tidy our toys away.
* We move safely inside and outside.

Children’s positive behaviour will be rewarded with stickers, positive messages written on the ‘Sunshine Board’ and other treats throughout the week.

In the event that a pupil does not behave in line with the Code of Conduct and follow the Golden Rules, the following sanctions have been agreed:

1. Verbal warning – this is given three times. (suggest another activity for the child to engage in)
2. Move to grey cloud with a final warning.
3. If behaviour persists, move to the black cloud with a period of ‘thinking time’ (1 minute per year of child’s life) is given.

The key worker will support the child through their thinking time by sitting beside the child and then discussing their actions once they have completed their time. Bullying behaviour is not acceptable and if evident, the Day Care Manager, Mrs Moffitt, will arrange a meeting with the bully’s parents to agree an action plan for improvement- parents of the victim will also be informed.

**When children behave in unacceptable ways:**

In the Day Care setting, inappropriate behaviour will be handled in a developmentally appropriate fashion, respecting the individual children’s level of understanding and maturity, and in line with the Golden Time policy. 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. Physical punishment such as smacking or shaking will never be used nor threatened. Restraint may be used if a child is having a temper tantrum or if a member of staff felt that the child was in danger to themselves or to others. The parents would be informed of this action at the end of the session by the child’s key worker.

The following strategy for dealing with challenging behaviour will be employed:

         Restate the Golden 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.

         Restate the rule up to three times. In the unlikely situation of the unwanted behaviour continuing the child is removed from situation and given a period of ‘calm down’ time with an adult (key worker). The parents will be informed about the inappropriate behaviour at the end of the session.

        If similar behaviour persists over a period of time, complete a behaviour plan in partnership with the child and parents.

**Physical incidents**

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

**Recurrent behaviour**

Recurring problems will be tackled in partnership with children and parents and a Behaviour Plan may be implemented. Further support may be sought from the Special Educational Needs Co-ordinator (SENCO) and outside professionals. Some behaviour may arise from a special need. In such a case, the Day Care staff may work with the setting SENCO and outside professionals to implement an Individual Education Plan (IEP) and give one-to-one support, working together to resolve behaviour issues.

**4. Review and Evaluation:**

The policy will be reviewed at least once a year by the Board of Governors. The policy will be kept under review by senior members of staff who will keep Governors informed of any difficulties that may arise.