

# After School Club Behaviour and Discipline Policy

## March 2018

<b>Name of Policy</b>	After School Club Behaviour and Discipline Policy
<b>Date ratified</b>	March 2018
<b>Committee Responsible for Policy</b>	Business Committee/ Children, Families and Community
<b>Date to be updated</b>	September 2021
<b>Headteacher Signature</b>	
<b>Chair of Governors/Committee Signature</b>	

## After School Clubs Behaviour and Discipline Policy

### 1 Introduction

- 1.1 At Holy Trinity Primary School we believe in adopting a positive approach to our school discipline during both curriculum and extra-curricular time. Every member of staff is familiar with both the school's *Behaviour and Discipline* policy and our *Anti-Bullying* policy. In addition, all staff members of the After School Clubs are familiar with the *After School Clubs Behaviour and Discipline* policy.
- 1.2 The *After School Clubs Behaviour and Discipline* policy operates in conjunction with the following school policies:
- *Anti-Bullying* policy
  - *Exclusion* policy
  - *Special Educational Needs (SEN)*
  - *Equal Opportunities* policy
  - *Safeguarding and Child Protection* policy

### 2. Aims

- 2.1 As a Church of England School, we are guided by the belief that God loves all people equally and desires each person to discover their God given potential and to honour God's image in other people. Our relationships are underpinned by the values of Friendship, Trust, Respect, Generosity, and Perseverance. We have high expectations of behaviour that support the development of our pupils as effective and responsible citizens.

It is a primary aim of our school that every member of the school community 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.

### 3. Expectations of Behaviour

- 3.1 The behaviour expectations during After School Club are the same as those expected during the school day and children are expected to:
- Use socially acceptable behaviour;
  - Respect one another, accepting differences of race, gender, ability, age and religion;
  - Choose and participate in a variety of activities;
  - Ask for help if needed;
  - Enjoy their time at the Club.
- 3.2 Positive behaviour is encouraged by:
- Staff acting as positive role models;
  - Praising appropriate behaviour;

- Sticker rewards;
- Informing parents about individual achievements.

## 4 Dealing with inappropriate behaviour

- 4.1 Challenging behaviour will be addressed in a calm, firm and positive manner. In the first instance, if necessary, the child will be temporarily removed from the activity and staff will explain why the behaviour displayed is deemed inappropriate. Staff will always encourage and facilitate mediation between children to try to resolve conflicts through discussion and negotiation. Staff will consult with parents to formulate clear strategies for dealing with inappropriate behaviour
- 4.2 After School Clubs operate with a three warning policy. If after consultation with parents and the implementation of behaviour management strategies, a child continues to display inappropriate behaviour, staff will issue a warning. If three warnings are given to a child then they will be excluded from the club and no longer able to attend. The reasons and processes involved will be clearly explained to the child and their parent/carer.

## 5. The role of the Headteacher

- 5.1 It is the role of the Headteacher to ensure the implementation of the After School Clubs Behaviour Policy and to report to Governors, when requested, on the effectiveness of the policy. It is also the responsibility of the Headteacher to ensure the health, safety and welfare of all the children in the school.

The Headteacher supports the staff by implementing the policy, by setting the standards of behaviour, and by supporting staff in the implementation of the policy.

## 6. The role of After School Clubs staff

- 6.1 It is the responsibility of all club staff to ensure that the expectations of behaviour set out in 3.1 are enforced in school, and that children behave in a responsible manner during their time at the club.

The staff at After School Clubs have high expectations of the children in terms of behaviour, and they strive to ensure that all children work to the best of their ability. All staff treat each child fairly and enforce the behaviour expectations of the school consistently and treat all children in their group with respect and understanding.

## 7. The role of Parents and Carers

- 7.1 If parents/carers and the After School Clubs work together, we believe that the discipline and behaviour of pupils will be maintained by all.

Parents/carers can help in the following ways:

- By ensuring children understand the behaviour expectations as laid out in 3.1 and do their best to follow them.
- By managing children's behavior on school premises before and after the clubs.
- By supporting the school in our policy that all pupils are expected to behave in a responsible manner, both towards themselves and others, showing consideration, courtesy and respect for other people at all times
- By ensuring that pupils show a proper regard for other people's property, buildings and the environment.

## 8. The role of the Children:

8.1 To follow the behaviour expectations as laid out in 3.1.

## 9. Monitoring and review

- 9.1 The headteacher monitors the effectiveness of this policy on a regular basis. S/he also reports to the governing body on the effectiveness of the policy and, if necessary, makes recommendations for further improvements.
- 9.2 The Club's Behaviour Logs are used to maintain a record of incidents and the headteacher monitors these.
- 9.3 The governing body reviews this policy every three years. The governors may, however, review the policy earlier than this if the government introduces new regulations, or if the governing body receives recommendations on how the policy might be improved.