



Behaviour policy for Extended services – Breakfast and After school club at Woodside Primary Academy

Our Extended Services Provision policy at Woodside Primary Academy operates in conjunction with the following school policies:

- Anti-Bullying policy
- Behaviour Policy
- Exclusion policy
- Special Educational Needs (SEN)
- Equal Opportunities policy
- Safeguarding and Child Protection policy

Expectations of behaviour

Section 1

The behaviour expectations during Breakfast / After School Club are the same as those expected during the school day and children are expected to:

- *Follow the Seven Life Values and Leader in Me: 8 Habits*
- 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

Positive behaviour is encouraged by:

- Staff acting as positive role models
- Engaging activities planned for the children
- Praising appropriate behaviour verbally
- Sticker rewards/ Dojo points
- Informing parents about individual achievements

Section 2

Dealing with inappropriate behaviour

- Staff will always encourage and facilitate mediation between children to try to resolve conflicts through discussion and negotiation. Children will have time to reflect on their behaviour and be given strategies in time out with adult supervision.
- Children will have time to calm down and be reminded of club expectations and then return to activities when they are ready.
- Staff will consult with parents at the end of the session verbally and formulate clear strategies for dealing with inappropriate behaviour.
- If the child is not picked up by a parent/ legal guardian, then a phone call will be made to the parent at the end of the session informing them of their child's behaviour and followed up by an email the following morning.



Section 3

After School Club will operate with a three-warning policy.

- If after consultation with parents and the implementation of behaviour strategies, a child continues to display inappropriate behaviour, staff will issue a warning.
- All warnings, and incidents of behaviour will be logged in the After-School Club Behaviour Log and on CPOMS. If three warnings are given to a child, then their place at the club may be suspended for a period or terminated permanently. This will be decided by the Extended services manager and/ or lead and if necessary, escalated to the Head of School.
- The reasons and processes involved will be clearly explained to the child and their parent/carer.
- It is recognised that some children with Special Educational Needs, or other additional needs, may need a different approach when responding to their behaviour. The After School Club Lead may consult with the Special Educational Needs Co-ordinator for advice and support.

Section 4

The role of After School Club staff

- It is the responsibility of all club staff to ensure that the expectations of behaviour set out in Section 1 are enforced in school, and that children behave in a responsible manner during their time at the club.
- The staff at After School Club 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 will treat each child fairly and enforce the behaviour expectations of the school consistently and treat all children in their group with respect and understanding.
- Staff will communicate with parents in a professional and courteous manner and inform them at pick up of any behaviour issues/ or achievements as outlined in Section 2

Section 5

The role of parents and carers

If parents/carers and our Extended services work together, we believe that the 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 Section 1 and do their best to follow them.
- By managing children's behaviour 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 always.
- By ensuring that pupils show proper regard for other people's property, buildings and the environment.



Section 7

The role of children

- To follow the behaviour expectations as laid out in Section 1

Section 8

Termination of place

If a child continuously disrupts the safety/enjoyment of other children and they compromise the activities of the club, then their place at the club may be suspended for a period or terminated permanently.

Our Ex-services contract states:

BEHAVIOUR and SAFEGUARDING

I understand that the club shares the same behaviour and Safeguarding policies as the school and that there are expectations of the club, myself and my child.

All children are expected to maintain a high level of behaviour. In addition to the school policy, if children continuously disrupt the activities of the club, then their place at the club may be suspended for a period of time or terminated permanently.