**Behaviour, Anti Bullying and Exclusion Policy and Procedures**

(Including drugs, alcohol and smoking policy)

(Please also see our positive endings policy)

At Wickselm House we support children in understanding how their actions and choices impact on the people around them. Staff regularly deliver sessions to the children designed to promote emotional literacy and encourage positive behaviour.

We believe strongly in supporting children in learning to manage their behaviour through positive reinforcement of desirable behaviour, rather than discipline of negative behaviour.

However, behaviour that is dangerous, emotionally hurtful, destructive or disruptive needs to be dealt with quickly and effectively. We believe it is important to develop clear and easily identifiable boundaries and expectations. To that effect, we have developed the following procedure to clearly outline how staff will work with parents, carers and children to ensure all the children in our care are happy, and that any undesirable behaviour is effectively managed.

Through lessons in Personal, Social, Health & Spiritual Education children are educated at an age, developmental understanding and appropriate pace in the risks associated with drugs, smoking and alcohol. Children are made aware that drugs, smoking and alcohol are not permitted at Wickselm House.

We have written a short list of ‘house rules’ which are displayed around the setting and regularly discussed and communicated to the children so that everyone is clear about the basic boundaries at Wickselm House.

**House Rules**

* Be your best self every day.
* Respect your own, Wickselm House’s and other peoples’ belongings.
* Have fun and help others to enjoy themselves.
* Always be kind to other children, adults and animals.
* Always follow safety advice from staff

We also have the following disciplinary procedure to provide clear guidelines and expectations to children and parents/carers:

**1st Incident** A verbal warning and reminder of house rules and expectations

**2nd Incident**  Support from a designated member of staff who has a key relationship with the child, this may include time out from activities.

**3rd Incident**  Phone call home to discuss behaviour and develop a strategy with parent/carer

**4th Incident**  Temporary exclusion. It is made clear that the individual child is a valued member of our Wickselm House community but undesirable behaviour has led to time away from our setting. At this point when relevant, mainstream schools will be consulted along with parents and carers to support a solution.

**Detailed Procedure**

* If a child behaves in a destructive, dangerous, or undesirable way, we will deal with the issue immediately.
* Initially we will aim to resolve the situation by talking to the child and reasoning with them in an age-appropriate way.
* If appropriate and necessary, we may exclude a child from a particular activity until s/he is ready to join in again. This would entail sitting aside from the activity, not being made to leave the room nor being isolated from the group.
* If the behaviour continues, we will discuss the issue with parents/carers to help understand any underlying cause, and to develop a uniform approach to dealing with the current behaviour and encouraging desirable behaviour.