

# Davenport Lodge Nursery School



## Behaviour Policy

This policy is reviewed on an annual basis

Annual Policy reviewed by **Susan Nalus**                      **June 2020**

Next date of Annual Review:                                      **June 2021**

Signed: *Susan Nalus*

Signed:

This policy has been adopted by the governors, is addressed to all members of staff and volunteers, is available to parents on request. It applies wherever staff or volunteers are working with pupils, including when this involves being away from the school: for example, on an educational visit.

# DAVENPORT LODGE NURSERY SCHOOL

## BEHAVIOUR POLICY



### Ethos

At Davenport Lodge Nursery School we aim to provide a supportive and structured environment in which babies and children, as they develop, are encouraged to recognise their individuality, efforts and achievements as happy and secure individuals in learning and social environment.

We value discipline at Davenport Lodge Nursery School, which we see as:

- Promoting respect.
- Helping children to develop socially acceptable behaviour.
- Ensuring children's safety in the nursery environment.
- Enhancing the quality of children's learning.

Davenport Lodge Nursery School procedure for behaviour management:

- Tell the child to stop the behaviour and move them away from the situation.
- If repeated, the child is again told to stop and a warning is given that they will be sat in an area to calm down with a member of staff.
- Explain why the action was unacceptable
- If child repeats the offence or if he/she is in danger of causing physical injury to him/herself or others then she/he will be gently removed to a safe area where the child will be given time to calm down.
- Once the child is calm another explanation of why the action was unacceptable is given. The child must say sorry and say why they are sorry and a comforting cuddle may be given.

### Nursery School Golden Rules

- Be kind and care for one another
- Remember to tidy away
- Remember to say please and thank you
- Remember to share with others
- Remember to have fun

## Emphatic Feelings

Children's development of empathic feeling is essential to their good emotional and social well-being. The staff should ensure that children are given opportunities to explore and express their feelings thus developing their understanding and helping them to appreciate and sympathise with the feelings of others.

## Communication

Good communication with parents regarding children's behaviour is vitally important. Consistency in behaviour management throughout the setting is essential.

Not every transgression will be reported to parents but an individual judgement will be made as to whether parents need to be involved. If a serious offence has occurred the parents will be informed and a meeting may be arranged if negative behaviour is persistent. An incident log is kept with a record of any major incidences.

## Exclusion

Parents may be required, during the year, to remove a pupil, without refund of fees, temporarily or permanently from the Nursery School if, after consultation with a parent, the Headmistress is of the opinion that the conduct of the pupil has been unsatisfactory.

Such a step would only be taken after discussion with parents and would reflect the seriousness of the offence.

A pupil may be excluded from an off-site activity or visit where it has been agreed by the Headmistress and/or Senior Management team that their behaviour may be of detriment to the remaining pupils or staff and may bring the Nursery School into disrepute. Parents will be notified in advance of the trip as far as is possible.

Records of sanctions in the event of serious behaviour incidents are kept by the nursery.

## Children with special educational needs and disabled children

The nursery school will take account of any special educational needs when considering whether or not to exclude a child.

The nursery school will not discriminate against disabled children by excluding them from nursery school for behaviour related to their disability. The Headmistress should ensure that reasonable steps have been taken by the nursery school to respond to a child's disability so the child is not treated less favourably for reasons related to the disability.

'Reasonable steps' could include:

- Differentiation in the nursery school's behaviour policy
- Developing strategies to prevent the child's behaviour
- Requesting external help with the child from outside agencies such as the Coventry Area SENDCO
- Staff training

Where reasonable adjustments to policies and practices have been made to accommodate a child's needs and to avoid the necessity for exclusion as far as possible, exclusion may be justified if there is a material and substantial reason for it. A specific incident affecting order and discipline in the nursery school may be such a reason.

### Managed move

In cases where the Headmistress and parents agree that the progress of the child has been unsatisfactory and the child is unwilling or unable to profit from the educational opportunities offered, or if a parent has treated the nursery school or members of its staff unreasonably, the Headmistress may require the parents to remove the child from the nursery at the end of a term. This is not exclusion and in such cases the Headmistress will assist the parents in placing the pupil in another school.

In the event of a managed move, fees in lieu of notice will not be charged but all outstanding fees, up to and including the child's last attendance, will be payable in full.

## Rewards

Positive reinforcement and rewards are very important in managing a child's behaviour. In the Nursery School we use strategies to reinforce good behaviour:

- Verbal praise
- Positive body language, smiles, expressive praise
- Giving children responsibility
- Certificates and stickers given if positive behaviour has been consistent
- Golden Rules board for when children have displayed positive behaviour.
- House Points where appropriate.

Ultimately the achievement of self-discipline should become the goal. We achieve this through:

- The use of Golden Rules
- Implementation of EYFS
- The consistency of routine within the nursery
- Positive role modelling from staff

## House Points System

Davenport Lodge Nursery School operates a house points system within the Kindergarten. The children are placed into one of four houses, with siblings being in the same house. We award house points for good work in class and effort in learning, thoughtfulness, listening well, good manners and behaviour.

The children collect individual house points. At the end of each term the 'house cup' is awarded to the house who has received the highest cumulative total of house points.

## **PHYSICAL INTERVENTION**

The Nursery School's practice complies with the Alpha Plus Group's Discipline and Restraint policy and the policy on Physical Restraint in Nursery Schools and Nurseries, copies of which are available from the office upon request.

A record is kept of any physical intervention. Parents will be informed if physical intervention is used on the same day or as soon as possible.

### Reasonable Force

The term 'reasonable force' covers the broad range of actions used by most practitioners at some point in their career that involve a degree of physical contact with children.

Force is usually used either to control or restrain. This can range from guiding a child to safety by the arm/elbow through to more extreme circumstances such as breaking up a fight or where a pupil needs to be restrained to prevent violence or injury.

'Reasonable in the circumstances' means using no more force than is needed.

As mentioned above, the Nursery School generally uses force to control pupils and to restrain them. Control means either passive physical contact, such as standing between children or blocking a child's path, or active physical contact such as leading a child by the arm/elbow out of a classroom.

Restraint means to hold back physically or to bring a child under control. It is typically used in more extreme circumstances, for example when two children are fighting and refuse to separate without physical intervention.

Nursery School staff should always try to avoid acting in a way that might cause injury.

(Advice is taken from DfE Use of Reasonable Force: advice for head teachers, staff and governing bodies 2014)

**Corporal punishment is not used at Davenport Lodge Nursery School.**

### MALICIOUS ALLEGATIONS AGAINST SCHOOL STAFF

The Headmistress will investigate any allegations made by a child about a member of the Nursery School staff. If the child is found to have made malicious allegations, the Nursery School will therefore consider whether to apply an appropriate sanction, which could include temporary or permanent

exclusion. Records of all allegations will be noted and kept in a file in the Nursery School office.

## **MANAGING PUPIL TRANSITION**

We carefully manage the transition of the children from Nursery to Kindergarten. A particular strength at the Nursery School is the relationship staff develop with the children and families. Children always have transition settling in sessions with their new class and teacher, with trackers and journals following the children which reinforce the clear communication for staff working with children. Because our staff is in constant communication with each other, any specific child support systems or strategies are seamlessly integrated as each child moves through the nursery into kindergarten. This ensures consistency in the children's progression and behaviour management. We are especially careful in ensuring that transitions for children with SEND are fully prepared at each stage both internally and externally. We are continually building relationships with other pre-preparatory schools and children are encouraged to attend taster days and visit prospective new schools in readiness for moving.

## **EVALUATION/ASSESSMENT**

By the Headmistress, EYFS Coordinator and relevant staff.

Please see Behaviour Management Policy, Anti Bullying Policy and the Alpha plus Group Physical Restraint Policy in conjunction with this policy.