

NADI SANGAM PRIMARY SCHOOL

BEHAVIOUR MANAGEMENT POLICY

BEHAVIOUR

All participants are expected to exhibit appropriate behaviour at all times.

The following guidelines have been developed to help make children's programs/ activity safe and enjoyable for all participants.

Additional rules may be developed for specific programs/class as deemed necessary by staff.

Nadi Sangam Primary School insists that all participants comply with a basic behaviour code.

All participants shall:

1. Show respect to all participants, staff, and volunteers. Participants should follow program rules and take direction from staff.
2. Refrain from using abusive or foul language.
3. Refrain from threatening or causing bodily harm to self, other participants, or staff.
4. Show respect for equipment, supplies, and facilities.
5. Not poses any weapons.
6. Not be under the influence of drugs or alcohol.
7. Not sell/or distribute any drugs or drug paraphilia.

DISCIPLINE

A positive approach will be used regarding discipline.

Staff will periodically review rules with participants during the program session.

If inappropriate behaviour occurs, a prompt resolution will be sought specific to each individual's situation.

Nadi Sangam Primary School reserves the right to dismiss a participant whose behaviour endangers his or her own safety or the safety of others.

PROCEDURES

Upon registration or entry into the program, the parent/guardian must fill out an Emergency Medical information form. Should there be any information regarding special accommodations needed for the participant, the Head Teacher will contact parent/guardian.

Parent/guardian should provide any information about any behaviour modification programs there were in place at school or home.

Attempts will be made to utilize these in the program.

Documentation will be maintained regarding any problem behaviours.

If the participant exhibits inappropriate actions, the following guidelines should be followed:

1. Head Teacher should determine the severity of the action and immediately take steps to correct it.

These may include but are not limited to:

- **A verbal warning.**

- **A supervised time-out from the program.**

The type of time-out may vary according to the situation (observational: from sidelines of activity; exclusion: away from the group but within view of the activity; seclusion: timeout area with staff member present away from view of the activity).

If physical restraint is used to protect against injury, the timeout should be documented on a conduct report any conduct report made should be given to the full-time supervisor.

- A suspension from the school for a designated time period When determining the timeframes of suspension, staff should consider the severity of the actions; the length of the program or activity; any past behaviour issues with the individual; and willingness to improve their inappropriate behaviour.

- Dismissal from the program or activity if inappropriate behaviour persists or the behaviour completely disrupts a program, removal from the program or activity may be necessary.

Once again, the school has the right to dismiss a participant whose behaviour endangers his or her own safety or the safety of others.

2. If a participant receives a timeout or a suspension, the Head Teacher will contact the parent/guardian. The H.T will explain the inappropriate actions that were observed by the staff. Documentation will be maintained.

3. Every effort will be made to keep communication between staff and parent ongoing regarding any further incidences of inappropriate behaviour.

Other options may be discussed with the parent/guardian including:

- Transfer to another class/ activity where inappropriate behaviour may be less prone to occur.

- Limited/reduced timeframe that participant is allowed to attend the class.

4. Appeals by the participant and/or participant's parent/guardian should be directed to the Head Teacher.

5. When the Police will be contacted

- If a participant makes a direct threat of hurting himself, a call to the parent/guardian will be made immediately. If a parent/guardian is not available, the police will be called.
- If a participant becomes overly aggressive and violent, the police will be called.

BEHAVIOUR MANAGEMENT POLICY

It is a goal of **NADI SANGAM PRIMARY SCHOOL & KINDERGARTEN** pupils to assure the physical and emotional well being of the children served in the program. We strive to minimize the occurrence of problematic behaviours by maintaining a low child-clinician ratio and by providing activities that are appropriate to the children's interests and developmental levels. In dealing with any behaviour issues that arise, we adhere to the following policies:

1. Positive approaches to management will be the strategies of first preference, including the use of positive suggestions, redirecting children to appropriate activities, and praise for appropriate behaviour.
2. Time-out procedures may be used to manage problem behaviours if the approaches above are ineffective. This may involve sitting in a designated time-out place in the classroom or outside of the classroom. The time spent in time-out will be limited to no more than one minute for each year of the child's age. Any child put in time-out will be monitored while in time-out and will not be left alone.
3. No child will be subjected to verbally abusive or degrading comments from the school staff.
4. No physical discipline involving striking, slapping, hitting or biting a child will be used. A child may be physically restrained by a teacher if this is deemed necessary to control the child's behaviour. A child may also be removed from the classroom and taken to another room if deemed necessary. In any such situation, the child will be under teacher supervision at all times.
5. The behaviour management policy of **NADI SANGAM PRIMARY SCHOOL & KINDY** will be reviewed with the parents of each child in the meetings to assure their understanding and acceptance of the policy.
6. Nadi Sangam Primary School staff will discuss any problem behaviour that requires a specific behaviour management plan with the parents of the child involved to solicit their recommendations and agreement with the plan developed.
7. If the school staffs determine they are unable to manage the behaviour of a child and this behaviour presents serious risk of injury to the child, other children enrolled in the school, and/or the staff, then the child may be discharged from the school. In such a case, the school staff will work with the family and other stakeholders to locate appropriate intervention resources for the child.