

BEHAVIOUR GUIDANCE POLICY

The Kapunda OSHC service will provide a positive environment with a choice of activities which recognises and promotes success and builds children's self-esteem. Behaviour Guidance will be based on the following principles:

- **all individuals will be treated with respect at all times.**
- **all individuals will reflect honestly on their behaviour and modify their behaviour as required.**
- **behaviour has consequences which increase or reduce choices in life**
- **individuals will be expected to accept responsibility for their own behaviour according to their developmental stage.**
- **Families,society, peers, staff and other significant adults influence children's choices**



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HOW POLICY WILL BE IMPLEMENTED

STRATEGIES:

Staff will use a positive approach in guiding children's behaviours by:

- using a co-operative approach to the development of rules, expectations and procedures, with the involvement of children, volunteers and parents
- displaying, discussing and practising positive directions
- using encouragement, eye contact, nods and smiles to reinforce positive co-operative behaviour
- engaging in collaborative problem-solving relationships with children and parents
- providing an environment with a choice of activities that recognises and promotes success and build's children's self-esteem
- having access to training and support in positive approaches to behaviour guidance
- Supporting and encouraging children's positive behaviour through Program Achieve and the School Values

Children will develop an acceptance of responsibility for their own behaviour:

- taught that behaviour results from choices made by an individual and that all behaviour has consequences
- encouraged to respect rights and fulfil responsibilities
- given opportunities to be involved in the development, implementation and review of the program's behavioural expectations, rules and procedures
- positively acknowledged for responsible behaviour
- provided with access to appropriate support services

People involved in running the KOSHC program will work to create a safe, caring and stimulating recreational environment which supports the needs of all children and adults by:

- developing and using policies, procedures and consequences which respect the needs of individual children and their parents as well as the need of staff to work safely
- developing a system of consequences tailored to the individual situation for both appropriate and inappropriate behaviours, and will consistently apply these consequences
- developing and implementing specific guidelines in relation to sexual and racial harassment and bullying.
- Seeking support for staff and families from the school community and other appropriate agencies for the effective guidance of children's behaviour.

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RESPONSIBILITIES:

The KOSHC community in general will:

- model the principles of this policy statement by reflecting them in their everyday behaviour
- participate in the development, implementation and review of behaviour guidance policy and practices
- develop and maintain a caring environment which recognises the link between children's self-esteem, appropriate activities and sense of wellbeing.

Governing Council/Advisory Committee

The Governing Council will ensure that:

- behaviour guidance policy and guidelines are in place and are consistently applied
- the policy is implemented in a nondiscriminatory manner
- the policy is consistent with the School's OHS policy and meets duty of care responsibilities
- the program's venue and resources support the staff to promote appropriate programs of activities for children
- training and development in behaviour guidance and quality programming is provided for staff as appropriate

Principal/School Staff

The Principal/School staff will:

- facilitate co-ordination of staff development and advisory support on behaviour guidance between the school and KOSHC program
- assist the involvement, where appropriate, of department personnel (including school staff) and other agencies to support KOSHC staff, management and families in the effective guidance of children's behaviour
- involve the KOSHC Director in structures/processes within the school, which ensure a consistent approach in guiding the behaviour of children from the school who are attending KOSHC.

Parents

All parents will be encouraged to:

- participate in the development, implementation and review of behaviour guidance policies and practices.
- seek information on the Behaviour Guidance Policy and clarify any issues that may arise

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- advise the KOSHC Director and staff of any concerns or issues relevant to the policy.

Children:

All children will be encouraged and supported to:

- participate in the development, implementation and review of behaviour guidance policies and practices.
- engage in co-operative and collaborative relationships with staff and other children within the program
- seek information on the Behaviour Guidance Policy and clarify any issues or concerns that may arise

Director/Assistant Director:

The Director/Assistant will:

- develop and foster positive relationships with the children, staff and parents
- engage in collaborative problem-solving relationships with children, parents and staff
- develop an environment and program which takes into account the strengths needs and interests of individual children and provides a range of choices
- ensure that expectations relating to children's behaviour are explicit and clear and that consequences are consistently applied by staff
- where appropriate, and in consultation with families, involve departmental staff and other agencies to support staff and families in the effective guidance of children's behaviour
- ensure that liaison will occur between the program and the child's school when required.

KOSHC Staff:

Staff will:

- develop and foster positive relationships with the children
- ensure that expectations relating to children's behaviour are explicit and clear and that outcomes are consistently applied

Assist the Director:

- engaging in collaborative problem-solving relationships with children and families
- developing an environment and program which takes into account the strengths, needs and interests of individual children, and provides a range of choices.

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OBJECTIVE AND OUTCOMES:

- To establish a safe, caring and stimulating recreational environment for children
- To ensure clear and open channels of communication between the Governing Council, KOSHC staff, children, parents, the school and other agencies
- To ensure the Director and other service staff are aware of available support for the program, and access this support appropriately.

Performance Indicators:

To implement and monitor the following performance indicators to ensure a positive service approach to behaviour guidance.

- children's active participation in the development and review of service expectations and guidelines
- expectations are clearly displayed and written in positive language
- children are consulted in the planning of activities
- children attending the program have regular group discussion with staff about behavioural expectations
- staff recording (confidentially) how they have established a positive approach to behaviour guidance including how they have managed challenging behaviour

To implement and monitor the following indicators to ensure the success of strategies aimed at encouraging children's acceptance of responsibility for their environment and behaviour

- children take responsibility for organising some activities
- children are given opportunities to select or plan activities
- children's responsibilities in relation to maintaining the program's environment are clearly articulated
- other behavioural expectations are explicit
- children problem-solve and negotiate issues with others

To implement and monitor the following indicators to encourage children, staff and parents to respect the needs of others, and to have their needs respected

- grievance procedures are in place
- guidelines are in place for dealing with infringement of rights eg sexual and racist harassment and bullying.
- strategies are in place to support all children's full participation in the program . Children's cultural background and special needs and abilities are supported and acknowledged.

Passed by Governing Council November 2024

Due for review November 2028