

## BEHAVIOUR GUIDANCE POLICY

*The right for children to receive positive guidance in a supportive and respectful environment is protected in the National Regulations. Children learn to face a variety of challenges throughout their lives. Learning the difference between acceptable and unacceptable behaviour assists children to regulate their own behaviours in different social and emotional environments as well as when interacting with peers and adults.*

### NATIONAL QUALITY STANDARD (NQS)

QUALITY AREA 5: RELATIONSHIPS WITH CHILDREN		
5.1	Relationships between Educators and children	Respectful and equitable relationships are maintained with each child.
5.1.1	Positive Educator to child interactions	Responsive and meaningful interactions build trusting relationships which engage and support each child to feel secure, confident and included.
5.1.2	Dignity and rights of the child	The dignity and rights of every child are maintained.
5.2	Relationships between children	Each child is supported to build and maintain sensitive and responsive relationships.
5.2.1	Collaborative learning	Children are supported to collaborate, learn from and help each other.
5.2.2	Self-Regulation	Each child is supported to regulate their own behaviour, respond appropriately to the behaviour of others and communicate effectively to resolve conflicts.

### EDUCATION AND CARE SERVICES NATIONAL REGULATIONS

CHILDREN (EDUCATION AND CARE SERVICES) NATIONAL LAW NSW	
155	Interactions with children
156	Relationships in groups

## **PURPOSE**

We aim to create positive relationships with children making them feel safe, secure and supported within our Service. We will ensure children are treated with respect and consistency, fairly and equitably as they are supported to develop the skills and knowledge required to behave in a socially and culturally acceptable manner.

Supporting children to develop socially acceptable behaviour is the primary goal for Educators and families. This is embedded in fundamental documents including the My Time Our Place (MTO), The Education and Care Services National Regulations and the National Quality Standard (NQS).

## **SCOPE**

This policy applies to children, families, staff, management and visitors of the Service.

## **IMPLEMENTATION**

The behaviour and guidance techniques used by staff and Educators at our Service are designed to give children the opportunity to expand their experiences of life in a productive, safe environment that allows individuals the right to safety; tolerance, self-expression, cultural identity, dignity and the worth of the individual.

We believe in providing boundaries as part of a loving and secure relationship with children and families to help them feel secure and self-confident. Children benefit from knowing that their environment is stable and that a competent adult is taking care of them.

There are three aspects to promoting positive behaviour:

1. A learning environment that is positive and supportive
2. Strategies for building skills and strengthening positive behaviour
3. Strategies for decreasing undesired behaviours

## **MANAGEMENT/NOMINATED SUPERVISOR/RESPONSIBLE PERSON WILL ENSURE:**

- Information is gathered from families about their children's social skills and relationship preferences, which will be recorded in the child's individual file. Our Educators will use this information to engage children in experiences that support children to develop and practise their social and shared decision making skills.
- A partnership is developed with local schools and other professionals or support agencies that work with children who have diagnosed behavioural or social difficulties to develop plans for the

inclusion of these specific children. This information will be kept confidential and in the individual child's file.

- Children are given the opportunity to make choices and experience the consequences of these choices when there is no risk of physical or emotional harm to the child or anyone else.
- Children are being acknowledged when they make positive choices in managing their behaviour.
- Positive strategies are being implemented to enable Educators to encourage positive behaviour in children in order to minimise adverse behaviour. In addition, we will implement strategies educating children about developing behaviour limits and the consequences of inappropriate behaviour.
- Children's excessive behaviour is managed and communicated with families by Educators.
- Support Educators to enhance their skills and knowledge in guiding children's behaviour.
- Collaborate with local support agencies in managing the children's behaviour, e.g. School Counsellor, psychologist, paediatrician, etc.

### **EDUCATORS WILL:**

- Encourage the individual social development in each child, striving to develop children's self-control and understanding the feelings of others.
- Guide children's behaviour, teaching them how to be considerate of others – to think about the effects of their actions on others. It is important that children understand what acceptable and unacceptable behaviour is and how to manage their emotions.
- Use positive guidance through redirection. In the instance of adverse behaviour being persistently observed, Educators will evaluate their program, room set up, supervision etc. to reflect on inappropriate behaviour, triggers and sources.
- Role model appropriate behaviour and language, encouraging children to socialise with other children, including children of different cultural backgrounds as well as from different age groups and different genders.
- Implement "Time with" an adult, which will be used when all other strategies (above) have been exhausted. "Time with," allows children time to reflect on their actions, assisting in fostering self-discipline and to acknowledge that there are consequences to their actions. "Time with" will occur under the supervision of other Educators.
- Take into consideration the child's past experiences as their behaviour could be a result of past trauma such as changes in routine, changes or losses within the family, placement in care, or more serious circumstances involving abuse, neglect, or family violence.
- Be responsive to these former experiences, designing and implementing behaviour plans with the individual child that includes strategies which will assist alternative and positive behaviour.
- Ensure all strategies being implemented are appropriate to the child's age and developmental capacity.

- Adopt a positive approach, excluding cruel, harsh, humiliating or demeaning actions.
- Consult with industry professionals to support the child within the Service and implement techniques within the program to benefit all.
- Commit to professional development and keep up to date with industry information regarding guiding children's behaviour.
- Redirect a child who may be causing or about to cause harm to him or herself, another child or adult. Incidents may include a child who is kicking; spitting, biting, throwing furniture or toys, punching or hitting, or being disruptive. Redirection may also include an incident where a child places themselves in a dangerous situation, for example, climbing a fence or hiding under furniture. Safety is a priority and this may mean using physical redirection where an Educator may actually remove the child from the harmful situation.
- Complete a 'Behaviour Incident Report' with each incident that occurs. Families are to be notified, and they will be required to read and sign the report in any instance where a child or children's safety has been jeopardised.
- Continue observing the child, and where a similar incidence occurs repeatedly, the child's parents and KCS Educators will meet to discuss the issue/s and together, create a Strategic Inclusion Plan (SIP) to support the child in the environment.
- Exchange information with families about the SIP which is encouraged both on an informal and more formal basis, such as parent interviews and through newsletters.
- Be sufficiently informed, trained and supervised to implement the SIP created, ensuring that information is composed and recorded for reflection on its effectiveness for the individual child.
- Support children to explore different identities and points of view and to communicate effectively when resolving disagreements with others.
- Discuss emotions, feelings and issues of inclusion and fairness, bias and prejudice and the consequences of their actions and the reasons for this, as well as the appropriate rules.
- Encourage children to listen to other people's ideas, consider pro-social behaviour and collaborate in problem solving situations.
- Listen empathetically to children when they communicate their emotions, provide encouragement as they reassure the child it is normal to experience positive and negative emotions.
- Guide children to remove themselves from situations where they are experiencing frustration, anger or fear.
- Support children to negotiate their rights and rights of others and mediate perceptively when children experience complexity in resolving dissimilarity.

- Learn about children’s relationships with others and the relationship preferences they have. Use this knowledge to encourage children to manage their own behaviour and expand on their empathy skills.
- Work with individual families and professional agencies to ensure that a consistent approach is used to support children with diagnosed behavioural or social difficulties.
- Use positive language, gestures, facial expressions and tone of voice when redirecting or discussing children’s behaviour with them.
- Remain calm, empathetic and tolerant as they encourage children who are strongly expressing distress, frustration or anger.
- Guide children’s behaviour with a focus on preserving and promoting children’s self esteem as they learn to self-regulate their behaviour.

### **FAMILIES WILL:**

- Be informed of behaviour concerns that we may have with their child, this includes: the positive and negative aspects of the day.
- Collaborate with Educators and professional agencies when required in order to develop a broader understanding of the child’s developmental level, the child's family, the parent's approach, and any recent events, which may be influencing the child's behaviour.

### **CHILDREN WILL:**

- Learn to respect the rights and needs of others by anticipating the results and consequences of their behaviour.
- Be given positive guidance towards acceptable behaviour so they learn what acceptable and unacceptable behaviour is.
- Need to learn to be responsible of their actions and how their behaviour impacts on others.
- Be encouraged to use their words rather than actions to resolve conflicts.
- Build on strengthening their communication through intentional teaching moments which will include:
  - Greeting others when they arrive and depart from the service
  - Sharing resources
  - Assisting when it is time to pack away the indoor and outdoor environment
  - Using manners such as please and thank you
- Learn to wait for their turn for an appropriate period of time. This will vary on age and development
- Learn about the feelings of others throughout OSHC in order to assist children to understand the consequences of their actions.

- Be encouraged to engage in cooperative and pro-social behaviour and express their feelings and responses to others' behaviour confidently and constructively, including challenging the behaviour of other children when it is disrespectful or unfair.

### **POSITIVE BEHAVIOUR STRATEGIES:**

Guiding children's behaviour is an important aspect of caring for and educating children. Positive strategies need to be developed to assist children to learn appropriate ways of behaving. Corporal punishment and unreasonable discipline are not permitted in children's services, not only because the child may be physically harmed, but also because it nearly always has detrimental effects on the child's self-esteem and feelings of security.

- Establish positive relationships with children
- Empower children to use language and other forms of non-hurtful communication to communicate their emotions
- Promote positive, empathetic relationships between children assisting them to develop respectful relationship
- Encourage and assist children to make decisions for themselves and provide opportunities for independence and self-regulation
- Provide clear and reasonable limits so that children know what is expected of them and follow through to help them abide by the limits set
- Model appropriate behaviours
- Provide positive feedback and focus on children's strengths and achievements and build on their abilities
- Be understanding and supportive – acknowledge children's emotions
- Help children develop a sense of social responsibility, so that they become aware of the impact of their actions on others
- Promote children's initiative and experiential learning about acts and consequences
- Discuss guidelines, rules, limits and what is fair with children, and use their contributions in setting limits and guidelines.
- Provide age appropriate and interesting activities, experiences and equipment for children to use and become engaged in as they challenge their development
- Provide opportunities for children to explore both in the indoor and outdoor environment
- Set up the environment (indoor and outdoor) for children to engage in activities and experiences in accordance with their abilities and interests
- Ensure there are sufficient materials and equipment

- Implement a regular routine in order to support children’s positive behaviour. Routines help to provide a sense of security so children feel settled.

**SOURCE:**

Australian Children’s Education & Care Quality Authority.

Guide to the Education and Care Services National Law and the Education and Care Services National Regulations

ECA Code of Ethics

Guide to the National Quality Standard

<http://raisingchildren.net.au>

[www.napcan.org.au](http://www.napcan.org.au)

[www.cyh.com](http://www.cyh.com)

[www.acwa.asn.au](http://www.acwa.asn.au)

[www.community.nsw.gov.au](http://www.community.nsw.gov.au)

[www.kidsmatter.edu.au](http://www.kidsmatter.edu.au)

Louise Porter -Developing Responsible Behaviour

Revised National Quality Standard

**REVIEW**

POLICY REVIEWED	MODIFICATIONS	NEXT REVIEW DATE
December 2017	Updated the references to comply with the revised National Quality Standard	May 2018
POLICY REVIEWED	MODIFICATIONS	NEXT REVIEW DATE
May 2018	Modifications made, taking out ‘behaviour management’ references and plans and adjusted to Strategic Inclusion Plans	May 2021