

Young Engineers After-School Club

Behaviour and Discipline Policy

Young Engineers After-School Club is committed to providing a safe, supportive, and enjoyable environment for all children. Positive behaviour is encouraged and promoted through praise, clear expectations, and structured activities. This policy sets out how staff manage behaviour and implement discipline consistently and fairly.

Aims

- To create a safe, calm, and respectful environment for all children, staff, and visitors.
 - To encourage self-discipline, responsibility, and respect for others.
 - To ensure that all staff handle behavioural issues consistently and appropriately.
 - To promote positive attitudes, cooperation, and teamwork among children.
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Responsibilities

Registered Person

The registered person holds ultimate responsibility for behaviour management within the Club and will ensure that:

- Staff are trained in positive behaviour strategies.
- Behavioural expectations and procedures are clearly communicated to staff, children, and parents.
- Serious incidents or recurring behavioural issues are monitored and addressed appropriately.

Manager

The manager is responsible for:

- Ensuring that staff implement behaviour strategies consistently.
- Supporting staff in managing challenging behaviour.
- Maintaining records of significant incidents and actions taken.
- Liaising with parents when necessary.

All Staff

All staff are responsible for:

- Setting a positive example in behaviour and communication.
- Encouraging children to follow Club rules and routines.

- Responding to inappropriate behaviour calmly, fairly, and consistently.
 - Recording any serious incidents or repeated behavioural issues.
 - Communicating with parents about behaviour when appropriate.
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Behaviour Management Strategies

Staff will use a range of strategies to promote positive behaviour, including:

- Clear rules and expectations at the start of the session.
 - Praise and encouragement for positive actions.
 - Modelling respectful behaviour and good manners.
 - Redirection or distraction for minor misbehaviour.
 - Providing structured, engaging activities to minimise conflict.
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Steps for Managing Misbehaviour

1. **Minor Misbehaviour** (e.g., talking out of turn, not following instructions)
 - Remind the child of the Club rules and expectations.
 - Use positive reinforcement to encourage correct behaviour.
 2. **Repeated Minor Misbehaviour**
 - Speak to the child privately to explain why the behaviour is inappropriate.
 - Offer choices and consequences in a calm and fair manner.
 3. **Serious Misbehaviour** (e.g., aggression, bullying, damaging property)
 - Stop the behaviour immediately and ensure the safety of all children and staff.
 - Inform the manager and, where appropriate, parents/guardians & school.
 - Work with parents to agree on strategies to prevent recurrence.
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Exclusions

- In extreme cases, where a child's behaviour poses a risk to themselves or others, the Club reserves the right to suspend or exclude the child temporarily.
 - Any exclusion will be discussed with the registered person, documented, and parents informed.
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Promoting Positive Behaviour

- Staff will focus on positive reinforcement rather than punishment wherever possible.
- Children will be encouraged to understand the consequences of their actions and take responsibility for them.



- Teamwork, cooperation, and respect for others will be reinforced through group activities and collaborative projects.

Review

This Behaviour and Discipline Policy is reviewed annually, or sooner if legislation changes or following a significant incident.

Written in accordance with: *Statutory Framework for the Early Years Foundation Stage (2021): Safeguarding and Welfare Requirements: Managing behaviour [3.49–3.53]*