



friends on the hill behaviour management policy

1. introduction

- 1.1 friends on the hill is committed to creating a safe, welcoming, inclusive and respectful environment where all children can feel valued and encouraged to participate in activities. this behaviour management policy sets clear expectations for children's behaviour and outlines how staff will address inappropriate behaviour, including bullying racism and other forms of discrimination to ensure the well-being and safety of all children and staff and ensure the club remains a safe and enjoyable space for learning and socialising.

2. aims of the policy

- 2.1 to complement our code of conduct and wider policy framework including our safeguarding children policy.
- 2.2 to create a positive and inclusive atmosphere that promotes respectful behaviour, good manners, and fair treatment for all children.
- 2.3 to foster a sense of community and belonging in which children can develop positive relationships.
- 2.4 to ensure that all forms of discrimination, including racism, bullying, sexism, ableism, and other forms of prejudice, are challenged and addressed.
- 2.5 to provide staff with clear guidelines on how to manage and respond to behavioural issues appropriately.

3. expectations of behaviour

- 3.1 children attending friends on the hill are expected to:
- 3.2 be kind to each other and treat everyone with respect and fairness.
- 3.3 listen to the adults and follow instructions.

- 3.4 be responsible for their actions.
- 3.5 show good manners towards other children and adults.
- 3.6 take care of the environment, equipment, and materials in the club.
- 3.7 engage in activities in a positive, cooperative manner, demonstrating a willingness to learn and try new things.

- 4. positive behaviour reinforcement
 - 4.1 our approach to behaviour management is focused on positive reinforcement. staff will encourage and praise good behaviour, rewarding children for:
 - 4.1.1 helping others.
 - 4.1.2 displaying kindness and empathy.
 - 4.1.3 taking responsibility for their actions.
 - 4.1.4 demonstrating teamwork and cooperation.
 - 4.1.5 showing resilience and perseverance.
 - 4.2 incentives such as stickers, certificates and verbal praise will be used to acknowledge and reward positive behaviour.

- 5. dealing with inappropriate behaviour
 - 5.1 if a child displays inappropriate behaviour, staff will follow these steps:
 - 5.1.1 step 1: initial intervention – staff will calmly and clearly explain in an age appropriate way. why the behaviour is inappropriate, offering the child an opportunity to understand the impact of their actions. this might include a brief, gentle reminder of the club's rules.
 - 5.1.2 step 2: second warning – staff will remind the child again why the behaviour is inappropriate and that this is not how we behave at foth
 - 5.1.3 step 3: reflection time – if the inappropriate behaviour continues, the child may be asked to take some time away from the group to reflect on their actions. this reflection period will be short and appropriate to the child's age and understanding.
 - 5.1.4 step 4: parental involvement – if the behaviour persists, parents will be informed and invited to meet with staff to discuss strategies and ensure a consistent approach between home and the club.
 - 5.1.5 severe behaviour - if the behaviour is deemed as severe by a member of staff, the above steps may not be appropriate and the member of staff will escalate to the manager immediately. Severe behaviour includes bullying, discrimination, or any behaviour that compromises the safety of any children or staff. This behaviour will not be tolerated by foth.

6. when to involve the manager and directors

- 6.1 there are certain situations where staff may want to involve the manager or friends on the hill or notify the directors of an incident. these situations include:
 - 6.2 when to involve the manager:
 - 6.2.1 if the behaviour is severe, such as physical aggression, bullying, or use of racism / other discriminatory language.
 - 6.2.2 if the behaviour is persistent and continues despite previous interventions.
 - 6.2.3 if there is a concern for the safety or well-being of any child or staff member.
 - 6.2.4 if the staff member feels unsure about how to proceed or needs further guidance on how to handle a particular situation.
 - 6.2.5 in these cases, staff will immediately inform the manager, who will assess the situation and decide on the next steps.
 - 6.3 when the manager should inform the directors:
 - 6.3.1 the manager will inform the directors of any matters brought to their attention under this policy.

7. specific strategies for managing racism and discrimination

- 7.1 friends on the hill has a zero-tolerance policy towards any form of racism, discrimination, or discriminatory behaviour. we recognise that prejudice and biases may be expressed by children due to their developmental stage or learned behaviour. where possible, we are committed to addressing these issues proactively and in a supportive manner as detailed in the rest of this section. however, friends on the hill reserves the right to take whatever reasonable action may be necessary to preserve the safety and wellbeing of other children and staff, in particular those who may be affected by discriminatory behaviour. such action may include asking parents to collect their child as soon as possible and refusing to allow the child to re-attend the setting on a temporary or permanent basis
- 7.2 education and awareness: wherever possible, children will be encouraged to appreciate and celebrate differences in race, culture, religion, gender, and abilities.
- 7.3 challenging discriminatory behaviour: if a child uses discriminatory language or exhibits racist behaviour, staff will immediately intervene by calmly explaining why such language or actions are harmful, unfair, and unacceptable. the child will be encouraged to reflect on how their words or actions may have hurt others.

- 7.4 restorative conversations: after any incident of racism or discrimination, staff will guide the child through a restorative conversation, where the child will be encouraged to apologise and understand the impact of their behaviour on others. this will be done in a way that helps the child learn and grow from the situation, rather than feeling punished.
- 7.5 support for the victim: if a child has been the target of discriminatory behaviour, staff will offer them reassurance, support, and comfort. they will ensure the child feels safe and heard and will work with them to address any emotional or psychological impact caused by the incident.
- 7.6 involvement of parents: parents of both the child who exhibited discriminatory behaviour and the child who was affected will be informed and involved in addressing the situation. a meeting may be arranged to ensure that both children and their families understand the importance of respectful, inclusive behaviour.
- 7.7 ongoing training for staff: regular training will be provided for staff on diversity, inclusion, and how to handle situations of discrimination effectively. this ensures all staff are equipped to manage incidents in a fair, informed, and consistent manner.
- 8. sanctions for repeated or severe behaviour
 - 8.1 if a child continues to exhibit discriminatory behaviour or any other form of repeated inappropriate behaviour after interventions have been put in place, further sanctions may be necessary. these sanctions may include the following depending on the severity of the case, :
 - 8.1.1 a formal warning given to the child, explaining the severity of their actions.
 - 8.1.2 a meeting between staff and parents to discuss how best to support the child in improving their behaviour.
 - 8.1.3 temporary suspension
 - 8.2 exclusion from the club:
 - 8.3 these steps may be taken sequentially, or management may decide that temporary or permanent exclusion from the club needs to happen with immediate effect. a decision to exclude a child from friends on the hill is not a decision that will be taken lightly and will only occur after:
 - 8.3.1 a majority of directors are in agreement that exclusion is the necessary step to ensure the safety and well-being of other children or staff members in the club.
 - 8.4 in cases of permanent exclusion, the parents will be provided with a written explanation of the decision.
- 9. expectations of parents, carers and staff at foth

- 9.1 foth expects that parent/carers support the culture at foth by encouraging children to behave in accordance with the policy outlined.
- 9.2 if parents/carers have any concerns about any behaviour within foth, we expect to be informed as soon as possible, by speaking with a staff member or contacting foth via email. Any concerns will be listened to and discussed, and any subsequent action taken inline with the policy will be agreed
- 9.3 all staff at foth are expected to lead by example and demonstrate good behaviour while employed by foth.
- 9.4 staff members will follow the policy fairly and consistently.
- 10 confidentiality and record-keeping
- 10.1 all incidents of inappropriate behaviour, including racism and discrimination, will be recorded confidentially. these records will be used to monitor progress, identify patterns, and ensure that children are receiving the appropriate support. records will be kept for a reasonable period of time and shared with parents or other professionals only when necessary.
- 11 conclusion
- 11.1 friends on the hill is committed to maintaining an environment where all children feel respected, valued, and included. through clear expectations, positive reinforcement, and proactive interventions, we will address any instances of inappropriate behaviour, including racism and discrimination, in a way that promotes learning, growth, and respect for all

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