



Manor Twiglets Nursery Ltd

Downsview Crescent, Uckfield, East Sussex, TN22 1UB
01825 765487. twiglets@manor.e-sussex.sch.uk, www.manor-twiglets.co.uk.

Behaviour Management Policy and Procedure.

At Manor Twiglets Nursery we believe that all children and adults should be able to thrive in our environment. In order for this, their personal, social and emotional needs must be met and that all practitioners know what is expected of them developmentally.

Children are encouraged to participate fully and enjoy their time with us at Manor Twiglets Nursery. Positive attitudes towards one another, the adults and the nursery environment will be nurtured and encouraged. Children do not know how to manage their behaviour or react to their feelings in an acceptable way, so this is why as early years educators we support children and their families to learn to how to deal with their emotions and behaviour. The most common needs and feelings that can trigger unacceptable behaviour are- attention, boredom, anxiety, fear, anger, curiosity, independence and anticipation. Here at Manor Twiglets we have highly trained and skilled educators that are able to identify any of these causes and try prevent any unacceptable behaviours.

Jill Bray (Childcare Manager) and Laura Ceylan (Deputy Childcare Manager) have an overall responsibility for all issues concerning any behaviour.

Their responsibilities are to:

- Keep themselves updated with all legislations, conducting research and thinking of ways on how to promote positive behaviour and dealing with children's behaviour as well as identifying on where additional support maybe needed.
- They will check that all staff have an understanding of promoting positive behaviour with children of all ages from 2 years to 11 years. Practitioners will access the Educare course on positive behaviour management.
- Familiarise all practitioners, volunteers with this policy and the guidelines for behaviour whilst in our care. All practitioners are issued with their own electronic copy of the policy so that they can re visit it regularly. A paper copy is also in the policy folder.
- Parents are sent a digital copy of the policy via parent mail. This policy is also on our website for parents to read too.

Promoting Positive Behaviour

At Manor Twiglets Nursery all adults including students are expected to promote positive behaviour, this initially needs to be by being a good role model and treat each other with care, friendliness and courtesy. Children pick up on animosity and negativity. Practitioners need to be consistent with their approach to positive behaviour, to reinforce the rules and strategies and to give the children the time to change and adapt to the rules. We do encourage children to behave in a considerate way such as being kind to one another and being willing to share, this is supported with Personal, Social and Emotional activities in accordance with the development matter guidance.

Positive behaviour is always acknowledged and practitioners use lots of positive language to praise and stickers to reward good behaviour.

At Manor Twiglets it is good practice for practitioners to encourage the children to take part in different activities when they are arguing and showing signs of conflict. Practitioners will describe what is acceptable, label the feelings of each child and together work out what strategies are required.

At Manor Twiglets Nursery we require all practitioners to use **positive** strategies for handling the inappropriate behaviour, by helping the children to come to a solution in an age appropriate way, solutions such as:

- Acknowledging the other children's feelings: we do this in circle times, special time and focus times by discussing feelings using persona dolls and puppets & pictures and photos of children with different expressions. We use the story The Colour Monster by Anna Llenas to help children describe their emotions and feelings.
- Explanations as to what is acceptable and not acceptable: circle time activities such as discussing golden rules of the nursery for example kind hands and kind feet, good choices and not so good choices. We also use books such as Teeth are not for biting, Hands are not for Hitting to use alongside activities, discussions and to promote unwanted behaviour.
- Supporting children to gain control of their own feelings: The nursery uses feelings cards to encourage children to express their own feelings and to have an understanding of the variety of feelings they may have.
- Practitioners must get down to the children's level when talking to the children and never talk to them while standing over the top of them. This is seen as intimidating behaviour for the children. The words naughty or bad should never be used, only sentences like 'is that a good choice?' 'is your friend feeling happy or sad (use the colour monster story)'. A practitioner can label the feelings with sentences like 'I can see your feeling sad', 'I can see your feeling angry, when your ready to talk about it I'm here for you'.
- The nursery ensures that there is sufficient popular toys and resources so that children are fully occupied without the need of conflict. In the Nursery we use sand timers and visual symbols to help the children learn about taking turns.
- When children bring in their own toys from home then these are encouraged to place them in their purple bags ready for when they go home. This stops conflict with regards to their personal possessions.

Children are **not sent** out of the room by themselves, singled out, humiliated or have practitioners raise their voices in a threatening way to respond to children's inconsiderate behaviour. The practitioners and staff at Manor Twiglets will not smack/shake a child.

Sometimes it is appropriate for the safety of the other children in the setting to usher and take the child into a quieter area until they have calmed down. In this situation a practitioner will stay with the child and together they will take part in an activity that is related to the incident. The practitioner **will not lift or carry** the child into the other room, only move them with guidance. If the child struggling with their behaviour will not move, then for the safety of the other children, the children should be moved away from the area. For example taking them all outside and moving them into the quiet room away from any dangerous behaviour or thrown toys.

If physical intervention is absolutely necessary and required, then this will be recorded on an incident report form and reported to the child's parents/carer. This will then be stored in the child's individual file in the office. Physical intervention is when reasonable force is used to prevent children from injuring themselves or others or damaging property. Examples in our setting could be that we may have to pick

up a child and carry them away from a situation, this will be done as an absolute last resort and we should be moving the other children away from situation rather than picking up the child.

Corporal punishment will not be used or threatened in the nursery. Jill Bray and Laura Ceylan will take reasonable steps such as all staff, volunteers and parents are given the behaviour management policy, providing practitioners with training on behaviour management to ensure that it is not given by any practitioner, student or volunteer working with the children in the nursery. Manor Twiglets will ensure that anyone that cares for children will not subject them to corporal punishment, this includes anyone that is in regular contact with the child, for example parents and carers.

- In some serious cases of misbehaviour for example racial abuse or another kind, we make clear immediately the unacceptability of the behaviour and attitudes, by means of explanations rather than blame. Discussions of acceptable and unacceptable behaviour can be discussed during circle times and key focus time activities. We provide the children with a range of cultural resources so that the children understand and know about cultural differences.

Parent Partnerships

Parents/ carers are regularly informed about their child's behaviour in the setting via their key person. At Manor Twiglets we work in partnership with parents to address recurring inconsiderate behaviour, we use observations collected on the children to help to understand the root cause and decide jointly how to move forward together. ABC forms are filled in to identify any trigger points to negative behaviour, so that it can be prevented. See appendix A.

Sometimes when we do not see the parents a home/school book will be filled in so that both settings know how things have been and whether there was anything we may need to support with. This should not be a book full of negativity, just a support book for those that provide care for the child.

Rough and tumble play

- At Manor Twiglets Nursery we all recognise that teasing and rough play are normal for young children, this acceptable to a limit and we see this kind of play as pro-social and not aggressive.
- When children are playing fantasy role play for example goodies and baddies we will use this as an opportunity to learn the concept of right and wrong (making this a "teachable moment")
- At Manor Twiglets Nursery we allow the children to engage in rough and tumble play, for example cushion fighting, sock wrestling and rolling around the floor with their peers. This play is well supervised and practitioners are there to intervene when necessary if the activity gets too intense, dangerous or aggressive.

Hurtful behaviour

Biting is often common in younger children and is very worrying for parents. We do not accept biting in the nursery, although this is sometimes unavoidable due to the children's age and development. If children do this then we talk to the children about having kind mouths and not hurting the children. We talk about how it makes their friend feel, how can they make them better and also look at the wound to see visually what they have done. If it is a regular thing then we will read a book about having kind mouths and also a social story too. If parents are having trouble with this behaviour at home then we will lend this book to them to help. Accident/incident forms are filled in for both parties and parents/carers are told about what has happened.

If biting occurs due to the child seeking sensory feedback then we will purchase the child a 'chewy' that they will have access to throughout the session so that they can be taught to use this instead of biting their peers.

We understand that children behave in hurtful ways because their emotions overwhelm them and they are unable to understand what is happening or describe how they are feeling. At Manor Twiglets Nursery we will help them manage their feelings with age appropriate resources and activities.

We help young children empathise with others and help them to understand that other children have feeling as well and their actions have an impact on others all around them.

Bullying

At Manor Twiglets Nursery we take Bullying very seriously and have a zero tolerance to it. We ensure that we listen to parents concerns about issues raised and intervene to stop the child who is harming a child in a bullying manner. The child's key person will organise activities to support the child bullying and the child who has been bullied.

We explain to the child that this kind of behaviour under any circumstances is unacceptable at Manor Twiglets Nursery.

We give reassurance to the child who is being bullied. We make sure that all children know where to go and speak to if they have a problem. Parents are aware and know that they can talk to the Manager (Jill Bray) or the Deputy Manager (Laura Ceylan) or even their child's key person if they are worried or concerned about their child.

We will share with the parents, what has happened at the nursery and help them to adapt to a more acceptable ways of behaving.

The staff at Manor Twiglets will not label a child a bully.

Gun Play

We **do not** promote gun play within Manor Twiglets Nursery but it is sometimes unavoidable with some children and their play. Some children make and pretend that lots of different items are guns and use them in their play, for example lego, sticks and wooden bricks.

If a child brings a toy gun into nursery from their home, they are placed in their book wallets or their bags.

The practitioners will explain to the children that they do not want guns pointed at other children or in other children's faces. Practitioners will remind the children that this is unacceptable behaviour and explain how it makes some children feel.

Explain to the children that guns scare people and we don't want anyone to be frightened when they come into nursery.

If they are still reluctant then we remind them that if they point, wave, shoot, bang or threaten other children with their guns they will be taken away.

If the children make guns out of the equipment, remind the children that they are not to wave, point, shoot, bang or threaten the other children (as above).

If this happens the children will be encouraged to take part in another activity away from their gun play.

Encourage the children to make something different out of the equipment. Practitioners will model good play by getting them to make towers, houses, and cars etc.

Children will not use language such as *'kill, die or dead'* as this upsets children and is seen as intimidating and will scare the younger and more timid children. Practitioners will ensure that the children do not use this language.

Thrive Programme

Children experience traumatic stress in their lives, these can be things such as birth of a sibling, separation and divorce of parents, bereavement of someone close, moving house, starting a new nursery etc. The Thrive Approach is a trauma-informed setting approach to improving the mental health and wellbeing of all children. This is achieved by having access to DFE accredited training, profiling and action plan tools and assessments. The courses that can be accessed help practitioners trained in Thrive to understand the needs of the children in the nursery, to then target support for the individual children and be able to improve the behaviour of children that have been subjected to trauma or interruptions in their brain development.

Jill Bray and Jaimey-Lee Scott are both trained Thrive practitioners in Manor Twiglets and are able to profile individual children that may require additional support with their emotions and mental health in the setting. The children's access to this support is only with the consent of the parents or carers and they will have to fill in a consent form before the process is started. Activities are set for thrive trained practitioners, non thrive trained and also a family activity too.

SEND

Manor Twiglets Nursery works really closely with SENDEYS. This is the Early Years Service that supports children with special educational needs and disabilities in the nursery and at home. We refer children that require extra support in the setting and they help with any behavioural plans and risk assessments that we may need to write to support the children in the setting and any other children too. The SEND and Inclusion policy goes into more detail on what Manor Twiglets offers for children with SEND.

This policy was updated and implemented February 2024

Date of review: As and when new legislation and policies are introduced

Signed on the behalf of the Directors:

Name of signatory: Ms FJ Bray

Role of Signatory: Childcare Manager