



Kadina Preschool

Kadina Preschool Centre



Government of South Australia
Department for Education

Behaviour Guidance Policy

Belief Statement

- Kindy is a place to learn, have fun and feel safe
- With help from families, volunteers and staff, children will build on their knowledge of how to demonstrate appropriate behaviour in a safe, supportive and caring environment.
- Children will be able to continue to build upon their life-long learning towards becoming responsible members of their community.

At Kadina Preschool Centre children are expected to:

1. Keep themselves and others safe
2. Speak appropriately to others
3. Respect themselves, other people and their things
4. Respect Kindy property and pets
5. Try to solve their own problems and/or ask for help when needed
6. Follow Kindy routines and expectations
7. Children are encouraged to develop these following positive behaviours:
 - Sharing and taking turns
 - Including/ inviting others
 - Negotiating with peers
 - Active listening to the speaker (other child, staff member or parent/ carer)
 - Identifying a problem and attempting to solve it
 - Displaying empathy for others
 - Managing emotions and behaviours appropriately

Preschool staff and helper responsibilities

1. The Behaviour Guidance Policy is available on the website and policy folder
2. During enrolment staff will discuss behaviour guidance expectations and strategies used at home and the Kindy. Parents will be informed that strategies that are employed at home may not be able to be employed at the Kindy
3. Remind children of Kindy routines, expectations, appropriate touching, respect for each other and their environment
4. Give encouragement and acknowledge appropriate behaviour
5. Provide an inclusive learning environment that is stimulating
6. Role model appropriate behaviour, language and problem solving strategies
7. Encourage and assist children to solve their own problems and intervene when necessary
8. Acknowledge and respect that children come to kindy from a variety of backgrounds and with a range of skills and attitudes
9. Enter severe incidents on the IRMS system

Behaviour guidance steps

Inappropriate behaviours such as biting, physical aggression and bullying are discouraged. We will respond to challenging behaviours by:

- Reminding children of expectations and limits and the reasons for these
- Supporting children to problem solve, negotiate, find resolutions and manage emotions appropriately
- Using Restorative Justice Practice that supports children to empathise with others and restore relationships. More information in this link:
<https://www.education.vic.gov.au/about/programs/bullystoppers/Pages/methodrestorative.aspx>
- When children are at risk of hurting themselves or others, ensuring that an adult is with them all the time following through with Restorative Justice Practice procedures.
 - Gain the attention of the child- remind of appropriate behaviour (ie toys are not for throwing, they are for playing with)
 - Acknowledge feelings (ie I can see you are angry, you can ask for a turn instead of shouting)
 - Children who display inappropriate behaviour that persists after the above approaches will have a Plan put in place after consultation with staff and family that is suitable for the individual child
- Communicating with and involving families at the earliest opportunity to work together positively to assist the child's wellbeing and learning
- Assessing individual children's learning and development and reflecting on and reviewing our planned program and how the active learning environment supports positive behaviours
- Planning, implementing, monitoring and reviewing Individual Behaviour Plans in partnership with families and support services
- Being aware of our limitations and seeking assistance when required

Record incidents that have resulted in children being engaged in inappropriate behaviour and contact parents if severe inappropriate behaviour has occurred or if a pattern is forming.

Children may be sent home in the situation when their extreme behaviour places staff or other children at risk and all attempts to diffuse behaviour and calm the child have not been successful.

If children continue to display high risk inappropriate behaviour, the Director, in consultation with parents, may choose to submit a referral for additional support and/or develop an Individual Behaviour Plan.

Parent/Caregiver responsibilities:

1. Role model appropriate language, behaviour and problem solving strategies.
2. Inform staff of issues that may affect a child's behaviour (short or long term).
3. Support the Behaviour Guidance Policy, whilst their child is at the Kindy.

Signed - _____

Chairperson- Governing Council (Rebecca Rich)

Issue Number 12 Issue Date: September 2020

Director (Simone Shevchenko)

Review Date: September 2022

Bullying & Harassment Policy

Purpose:

- To ensure that our Preschool environment is safe, inclusive, conducive to learning, free from harassment & bullying and respectful of all
- To define unacceptable bullying and harassment behaviours

Context:

The Department for Education (DfE) is accountable to the Minister for Education for safe, respectful learning environments.

At Kadina Preschool we expect all members of our community to support, respect and protect the rights of others to participate, work and learn in a safe environment free from bullying, harassment, discrimination, violence, or abuse of any form. This is to be read in conjunction with the DfE's safe work environment policy.

Bullying is defined as repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons.

Harassment refers to behaviour that targets an individual or group due to their identity, race, culture or ethnic origin, religion, physical characteristics, gender, sexual orientation, marital, parenting or economic status, age, ability or disability and that offends, humiliates, intimidates or creates a hostile environment.

Scope:

Includes everyone within or connected to the Preschool. This policy is inclusive of everyone and applies to all children and all adults including parents and guardians, DfE staff, tradespersons and Governing Council employees, persons from the wider community who enter the gates or communicates in any way with or about a member of our Preschool community.

Objectives:

- To provide a safe environment for all
- To provide an environment conducive to positive wellbeing, learning and work
- To ensure every member of our community takes responsibility for their own behaviour
- To support and be an advocate for others who are vulnerable and at risk of harm or injury; whether psychological or physical
- To educate children and model respectful, positive relationships, appropriate behaviour and conflict resolution towards others

Roles and responsibilities of staff

- Teach children to report bullying to a trusted adult
- Listen to all involved
- Help children to appropriately assert themselves and resolve the problem
- Teach all children about Preschool values and Preschool expectations when appropriately dealing with conflict and/or anger
- Educate all children about respecting themselves and others
- Inform parents/carers of all children concerned if an incident occurs, and discuss how the problem has been addressed
- Seek parent and staff partnerships to remain a strong, cohesive and supportive team
- Use the Behaviour Guidance Policy to determine appropriate actions for unacceptable behaviour

- Devise a Behaviour Plan and put in place if necessary after consultation with parents and all staff
- Staff training as necessary to facilitate supporting positive behaviours
- Ensure that programs meet the child's developmental, social, emotional and cognitive needs
- Ensure all staff members have access to training opportunities

Roles and responsibilities of parents/carers

- Teach children to report bullying to a trusted adult
- Ensure communication between home and Preschool to remain open and inclusive
- Follow up with staff regarding a bullying incident
- Ensure continuity of agreed plans of action between Preschool and home environments
- Report any incidences that may affect child's behaviour at Preschool. This may include but is not limited to; access visits, bereavements and sibling rivalry
- Parents/Caregivers have the ethical responsibility to act appropriately and deal with issues as per our Grievance Procedure

Roles and responsibilities for children

- Children will support the Preschool in maintaining a safe and supportive environment where they are respectful towards themselves, other children, staff and members of the community and the Preschool environment and materials.

Procedure details

- Unacceptable behaviour includes but is not confined to; bullying or harassment (as defined above), discrimination, intentional physical force actual or threatened, provoked or unprovoked.
- Bullying and harassment may include hitting, kicking, teasing, threatening, name calling, text messages, use of social media, gestures, standover tactics, rumours, putdowns, physical, verbal or nonverbal sexual conduct. It includes indirect as well as direct misuse of power, threat, or continuance over time.
- If parents suspect that their child is bullying or is being bullied at Preschool, this must be brought immediately to the attention of staff and not by confronting children suspected of being involved. It is staff responsibility to address behavioural issues in consultation with parents/caregivers.
- In the event of your child being bullied, please stay calm, listen to your child and reassure your child that telling you is the right thing to do and that something will be done about the situation to make it safe.
- Staff may document observed child or adult behaviours that are considered unacceptable to support any consequent reports which are made in addressing bullying or harassment issues.

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Signed:

Chairperson - Governing Council (Rebecca Rich)

Director (Simone Shevchenko)