

Nurseries Policies

Sussex House Nursery and Wendy House Nursery

Sussex House Nursery
Sussex House
1 Abbey Road
Brighton
BN2 1ES

Tel: 01273 664583
Ofsted No130674

Wendy House Nursery
Princess Royal
Hospital
Lewes Road
Haywards Heath
RH16 4EX

Tel: 01444 441881 ext
8451

Ofsted No. EY231358

Associate Policies:

Play, Learn and Care
Safeguarding and child Protection
Equalities and Diversity
British Values
Code of Conduct Parents, Carers
Parent and Carer Partnership

Brighton and Sussex University Hospital Trust nurseries recognise that all children are unique and we believe this is the key to understanding, acknowledging and acting on children's behaviour.

The nurseries are committed to supporting and caring for children and their families based on their individual needs.

Through knowledge and experience, staffs recognise and acknowledge that children's behaviour varies depending on their age and stage of development.

Staff recognise there are many reasons for the display of behaviours and will endeavour to establish these and support the child and their family.

Aims

- Establish relationships with Parents/Carers to share information and needs of the child
- To share the nurseries approach to behaviour with families
- For children to understand the expectations, rules and boundaries when in nursery
- For children, staff and families to treat each other with respect
- To promote children's confidence, self-esteem and independence
- Concerning behaviour will be identified and addressed
- To value and recognise the contribution each individual brings to the setting
- Respect and value individuals' own feelings and the feelings of others
- For individuals' to express their concerns and fears without feeling judged, incompetent or inadequate

The Nurseries Commitment to Children and their Families

- Noticing and acknowledging positive behaviours
- Staff are sensitive, caring, patient, understanding and calm
- Children and their families are treated always with dignity and respect
- Provide and challenging and stimulating environment, minimising the risk of conflict

- Staff to work together with parents/carers and families to share strategies and ensure we are giving a consistent message.
- Children's human rights are always taken into consideration
- Staff will use constructive positive language emphasising what they can do and the behaviours they would like to see.
- Being consistent in practice and ensuring there is appropriate and concise boundaries within the nursery
- Promoting the 'Golden Rules' through everyday play
- Children are given praise and encouragement for their behaviours and achievements
- The expectations of children are realistic and achievable
- In some cases, involving the SENCO in setting up an individual education plan with specific targets related to behaviour.
 - Liaising with other agencies e.g. health visitor, behaviour improvement team, to access further support and advice.
- When observing the behaviour of a child Safeguarding will always be considered

The Nurseries will not tolerate

- Physical intervention or punishment – physical intervention will only be used to manage a child's behaviour if it is necessary to prevent personal injury to themselves, other children or adult or to prevent serious damage to property or what would be regarded as exceptional circumstances. If physical intervention is used it will be recorded and parents/carer will be informed on the same day.
- Corporal Punishment – this is a breach of 'Safeguarding and Promoting Children's Welfare (EYFS 2012 Welfare requirement, revised 2014, 2017).
- The threat of Corporal Punishment or any form of punishment that has an adverse impact on a child's wellbeing
- Degrading, negative, sarcastic or insensitive/inappropriate language
- Shouting (only accepted when preventing harm or ensure safety to a child/children)
- Children are not to be 'labelled' or assumptions made about their behaviour
- To ignore unacceptable behaviour

Staff Behaviours

It is the aim of the nurseries to provide a friendly and respectful working environment for all staff where they are able to feel valued by their colleagues and be assured that any problems which might arise will be dealt with in an appropriate and professional manner. Staff conduct also has a big impact on the learning environment for the children. In order for this to be achieved the management team regularly observes practice in the playroom, conducts staff meetings, regular 1:1 meetings and annual appraisals. If a member of staff is deemed inappropriate and detrimental to the setting they will be managed by the BSUH Dignity at Work policy.

All staff follow the BSUH core Values and Behaviour policy.

Unacceptable Staff Strategies for Managing Behaviour

- Shouting (only in cases when a child is at harm or harming others)
- Using Degrading, discriminating, sarcastic, insensitive or offensive language
- Criticism and comparison with other children
- Bullying or threats to children
- Labelling the child rather than the behaviour
- Use of the word “Naughty” (as this is known to encourage children to be labelled)
- Aggressive body language or eye contact
- Use of any form of physical punishment including smacking, pinching, shaking, poking, excessive holding or rough handling (please refer the physical invention)
- Isolation or extended periods of ‘timeout’. No ‘naughty chair’
- Use of any other humiliating and frightening punishment
- Ignoring deliberate hurtful behaviour when witnessed
- Using strategies that are not appropriate for a child’s age or stage of development

Bullying Behaviour

All Children at the Nursery have the right to play and enjoy what is on offer without fear of intimidation, harassment, physical or verbal abuse.

Children are encouraged to report any incidents of bullying which will be dealt with sensitively by the staff.

During the time your child spends at the nursery there may be an occasion that your child may be a victim of aggression from another child such as being bitten, pushed, pinched, hit and scratched during general play and in most cases this is a ‘normal’ stage of development.

Definition of Bullying

Bullying is defined as a behaviour which occurs repeatedly over time and in which intentionally hurts another or group of people physically and emotionally.

What we do to prevent bullying

- We promote caring and cooperative behaviour through daily routines, circle time and group activities planned using the EYFS
- We ensure children feel happy, safe and secure during their time in nursery
- We observe children closely at all times and in their play
- We recognise that active physical aggression in early years is part of a child’s development but will channel this in a correct manner
- We help children to recognise that using aggression to get things is inappropriate and will encourage them to resolve problems in other ways
- We encourage children to recognise that bullying, fighting and making hurtful and discriminatory comments or excluding others is not acceptable

What the nursery we do if we believe that bullying is happening

- If your child is the victim of such behaviour a member of staff will immediately comfort them and ensure that the injury is seen too quickly. After a period of one to one care with the member of staff the child will be encouraged to re-join their group to resume play.
- The bullying child will be taken away from the situation and a time out/cooling off procedure will be in place. After a period of time (approx 1min per year of age). Staff will acknowledge children's feelings and help them understand how others might be feeling.
- Nursery staff will talk to the child using appropriate language suitable for their age and understanding about their behaviour and explain that they should be nice to their friends. The child is then encouraged to say sorry and if appropriate to give the victim a hug (reinforcing the 'Golden Rules').
- Any incident will be looked at in the context for example, what happened before the incident? What time of day is it? Is the child tired or ill?
- Incidents of inappropriate behaviour will be recorded on an 'Incident Form / Chorology of Significant Events form'. This will provide details of the incident and if there are any patterns of behaviour.
- If a child is continually being bullied by the same child further intervention may be necessary by parent/carers, staff and advice from the Local Education Authority Inclusion team.
- Staff will ensure that the discussion takes place with all parties and parent/carers to resolve the issue fairly
- If any staffs members have encounter bullying or harassment behaviours these will be dealt with by the Nursery Manager and the Childcare Services Manager in line with the NHS 'Dignity at Work' policy.

All staff, children and parent/carers should be shown respect at all times. If a concern is raised with regard to inappropriate comments or behaviour then the nursery manager will investigate and take necessary action.

Management of Child who Bites Policy

Brighton and Sussex University Hospitals nurseries recognise that up to a quarter of children will bite others at some stage. For small children it could occur for varying reasons such as frustration to communicate, exploration, teething and illness and attention.

Though the staff will endeavour to prevent any incidents, due to the spontaneity and speed this is not always possible.

The nurseries will support the child by:

- The biter will be immediately removed from the group with a firm NO from the practitioner. The bitten child is consoled and first aid applied. The biter will be

spoken to on a level that he/she can understand, and then redirected to an activity. The practitioners in the room will support both children during the session.

- Staff will provide First Aid to the wound and an Incident Form will be completed. Both sets of parent/carers will be notified on the incident.
- Confidentiality of all children involved will be maintained.
- A bitten area should continue to be assessed by the parent/carer for signs of infection.
- Daily discussions and weekly meeting with parent/carers will take place to ensure that we are working together and that we have all information that may be relevant to the problem.
- One member of staff follows and observes the child, keeping a daily Home/Nursery diary to monitor incidents and increase the nursery's understanding of when, where and why this particular behaviour is taking place. Looking at possible triggers i.e. tiredness, hunger, and illness, lack of verbal ability, unsettling life changes, stress or lack of holiday from the setting, frustration, and age.
- Room meetings will take place with all relevant staff to discuss strategies that can be used to prevent the problem and how to move forward. A common strategy will be decided upon for a consistent staff and parent/carer approach. Evaluation of how strategies are working will take place daily.
- Practitioners will assess the learning environment to ensure it is challenging, stimulating and developmentally appropriate for the child / children
- Praising the child for good behaviour. Reminding the child of the "No biting rule" and 'Golden Rules' and if appropriate the use of a reward system.
- A high level of supervision will take place to ensure the safety of other children and try to pre-empt incidents.

A child which continues to bite:

It is essential that Nursery Staff support both the child that bites and the child that is bitten.

If possible triggers are identified from biting incidents we will then make changes to reduce or remove the cause. For example – buying duplicates of favourite toys to stop disputes. Increasing the supervision of a child that is biting so that we can support them to find different ways to express themselves but ensuring other children, are not at harm. Nursery staff may plan activities release frustration such as play dough or other physical activities.

Staff will regularly meet with Parent/Carers and Nursery Management to discuss triggers and strategies however if staff require further advice from other professionals than with parental consent the following actions will be in place.

- If the problem continues an extra member of staff, over and above the recommended ratios will be brought in for a short while to give the child extra support.
- The Local Inclusion Team will be contacted for advice and support.
- A Play Plan or individual Education Health Care (EHC) Plan will be put into action.

- A visual timetable will be introduced. Simple language used for instructions and Signing could also be used.
- In the event of one other child being the subject of the biting incidents on numerous occasions moving the biting child to an alternative room may be necessary

The nurseries are prevented at allowing any exclusion unless all reasonable support and adjustments have been met. The nursery will liaise with the Local Education Authority, Ofsted and the Parent/Carers for the most appropriate outcome.

Reviewed 18th November 2019
Mrs Tracey Gregory, Childcare Services Manager

Written 21st June 2017
Mrs Tracey Gregory, Brighton & Sussex University Hospitals Childcare Services Manager