

NURSERIES: BEHAVIOUR AND BULLYING POLICY AND PROCEDURE

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1 POLICY STATEMENT

'Providers are responsible for managing children's behaviour in an appropriate way'

Statutory Requirement EYFS 2021 (3.53)

University Hospitals Sussex NHS Foundation 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.

2 NURSERY AIMS

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

3 THE NURSERIES COMMITMENT TO CHILDREN AND THEIR FAMILIES

- 3.1 Noticing and acknowledging positive behaviours
- 3.2 Staff are sensitive, caring, patient, understanding and calm

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

4 INAPPROPRIATE BEHAVIOUR OR CONDUCT

- 4.1 Physical intervention or punishment – physical invention will only be used to manage a child's behaviour if 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.
- 4.2 Corporal Punishment – this is a breach of 'Safeguarding and Promoting Children's Welfare (EYFS 2012 Welfare requirement, 2021).
- 4.3 The threat of Corporal Punishment or any form of punishment that has an adverse impact on a child's wellbeing
- 4.4 Degrading, negative, sarcastic or insensitive/inappropriate language
- 4.5 Shouting (only accepted when preventing harm or ensure safety to a child/children)
- 4.6 Children are not to be 'labelled' or assumptions made about their behaviour
- 4.7 To ignore unacceptable behaviour

5 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 regular 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 UHSussex Dignity at Work policy.

All staff follow the University Hospitals Sussex NHS Foundation Trust core Values and Behaviour policy.

6 INAPPROPRIATE STRATEGIES FOR MANAGING BEHAVIOUR

Unacceptable Staff Strategies for Managing Behaviour

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

7 BULLYING BEHAVIOUR

- 7.1 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.
- 7.2 Children are encouraged to report any incidents of bullying which will be dealt with sensitively by the staff.
- 7.3 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.
- 7.4 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

8 PROCEDURES TO DEAL WITH BULLYING BEHAVIOUR

- 8.1 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 / Chronology 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 staff 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.

9 MANAGEMENT OF A CHILD WHO BITES

- 9.1 UHSussex 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.
- 9.2 Though the staff will endeavour to prevent any incidents, due to the spontaneity and speed this is not always possible.
- 9.3 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.

9.4 A child which continues to bite:

- 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

10 REASONS FOR EXCLUSION

10.1 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. If after all reasonable measures and support has been sought then the exclusion of a child may be the only option for UHSussex Nurseries to undertake.

10.2 Reasons for Exclusion

- A child displays violent and irresolvable behaviour towards other children, nursery staff or the environment
- Child displays persistent disruptive and asocial behaviour within the nursery
- The child persistently uses threatening and abusive language to another child or nursery staff
- The child's behaviour is perceived a physical risk to themselves, other children or nursery staff

11 PHYSICAL INTERVENTION

⁵⁷ Physical intervention is where practitioners use reasonable force to prevent children from injuring themselves other others or damaging property

Statutory Requirement EYFS 2022 (3.54 footnote 57)

The Statutory Requirements for Early Years acknowledges that Physical Intervention should only be taken for the purpose of averting immediate danger or personal injury to any individual including the child or to manage a child's behaviour if absolutely necessary.

UHSussex nurseries praise themselves on having well trained and well supported nursery practitioners that understand the importance of having a caring and nurturing environment where children are able to express their emotions securely and compassionately.

The most effective way to prevent the need for Physical Intervention is to create an environment where relationships are positive and expectations of behaviour are clear and concise. The use of 'Golden Rules' in the nurseries provides children from infancy to preschool a foundation of understanding rules and boundaries and social interactions with their peers and adults.

Where possible, staff will use training and/or advice from senior staff to make a good judgement for Physical Intervention.

11.1 When using Physical Interventions practitioners should:

- Should remain calm at all times
- Have the support of a work colleague
- Avoid lifting the child
- Avoid holding the child at joints to avoid pain and/or damage
- Not to restrict a child from breathing

11.2 When Physical Intervention has been given:

- The Nursery Manager / Deputy manager should be immediately informed
- The Service Manager to be informed
- A full written record of the incident
- The parents of the child should be informed by the Nursery Manager / Deputy Manager

12 ASSOCIATED POLICIES & PROCEDURES

UH Sussex Nursery Child Protection and Safeguarding Policy

UH Sussex Nursery Learning, Play and Care Policy

UH Sussex Nursery Equality and Diversity Policy

UH Sussex Nursery Code of Conduct Parents & Carers Policy

UH Sussex Nursery Parent and Carer Partnership Policy

UH Sussex Nursery British Values and Prevent Duty Policy

13 APPROVAL AND REVIEW DETAILS

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|--------------------------------|--|
| Written Amendments 07/01/2022 | Tracey Gregory, Childcare Services Manager |
| Reviewed Amendments 01/10/2021 | Samantha Scott, Sussex House Nursery Manager, Royal Sussex County Hospital Lorraine Brunton, Wendy House Nursery Manager, Princess Royal Hospital |
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