

BEHAVIOUR MANAGEMENT



Prohibited Behaviour

We consider our centre to be a safe place for all of us so hitting, shaking, spanking, kicking, pushing, shoving, grabbing, biting, squeezing and pinching are not allowed. Degrading or harsh treatment that would humiliate, single out or affect a child's self-respect are not permitted in the centre. Confining a child to a locked room, deprivation of food, shelter or clothing is not permitted. This includes humiliating language, yelling, screaming or threatening behaviour. Corporal punishment is not allowed under any circumstances.

Supporting Prosocial Behaviour

Prosocial behaviour is behaviour that benefits another. It includes sharing, helping and cooperating. Positive reinforcement and encouragement are the most effective means of helping children learn prosocial behaviours. By recognizing personal choice and by allowing the child control over his or her environment, we encourage the child to express feelings and opinions. We provide opportunities for the child to see the validity of different perspectives and to respect the limits created by mutual consent. As teachers, volunteers, parents and students we attempt to model appropriate behaviour by being courteous and by developing warm and trusting relationships with the children.

- Activities and toys are age appropriate so the children retain interest
- Play is an important component of the classroom
- Children's ideas, values and cultures are respected and integrated into the class
- Children make choices in the classroom
- The class is set up so children can reach equipment that they need.
- Children learn at their own pace.
- Individual learning plans are developed for each child.
- Teachers observe children to develop learning plans for each child
- Children are supported in learning skills to share, help, cooperate and take turns
- Children develop rules for the class with the teacher
- Teachers role model prosocial behaviours

- There are opportunities for large group, small group and solitary play
- Help children to see another persons perspective
- Help children see themselves as competent to help
- Tell children what they can do rather than focus on what they can't do.
- Let children know what the classroom expectations are
- Label the prosocial behaviour when it happens (“We all worked together”)
- Talk about prosocial behaviour through stories, drama and puppets
- Set up opportunities for children to practice Prosocial behaviour
- Recognize and encourage Prosocial behaviour, in individuals and in groups
- Encourage cooperation and not competition
- Encourage verbal abilities over aggression

Policy Review

Behaviour management policies are reviewed annually by staff and the Oak Park Mom and Tots board of directors. This is documented in the board minutes. The policies are reviewed with staff and volunteers before they begin working and at yearly employee reviews. Both are documented with signatures. The director monitors the behaviour management practices of staff, volunteers and students and keeps these records in their personnel file. The “Behaviour Management Log” can be found in the “Forms” section in the back of this manual.

Contraventions

Any staff person who acts against this policy will be dealt with in accordance with the personnel policy. Depending on the nature of the incident volunteers may be retrained, or reassigned to a more appropriate duty. Any incident witnessed by a child, parent, volunteer, student or teacher must be immediately reported to the Director of Oak Park Moms and Tots or the Chairperson of the Board of Directors. The director will make recommendations to the executive of the board of directors to decide what action should be taken in each instance.

Dangerous Behaviours

On rare occasions, after much effort, when the centre has not been able to support a child so that the teachers can ensure the safety of the other children at the centre, the centre may request that a child be withdrawn from the school. The school will assist the family in finding outside supports in this instance