

8. LEARNING AND BEHAVIOURAL SUPPORT POLICY

Everyone Out is an inclusive programme, which recognises and strives to encourage the huge impact time in nature can have on all ākonga. No tamaiti will be excluded from the programme, provided that their needs can be effectively catered for in a manner that enables them to engage with, enjoy, and benefit from, the programme without negatively affecting the experience or safety of themselves, their peers or kaiako.

PROCEDURE:

- Details of any learning and/or behavioural support needs or diagnoses must be listed on the enrolment form.
- Full information about the requirements of ngā tamaiti: including medication, diet, relevant supervision or support strategies, must be obtained from ngā whānau and included on the completed enrolment form.
- Bookings for tamariki with any learning and/or behavioural support needs or conditions must be confirmed by the Programme Kaiwhakahaere; in order to ensure the required support can be offered by Everyone Out.
- Ngā whānau must notify Everyone Out if their tamaiti normally requires additional assistance or 1:1 support at school.
 - Tamariki are welcome to, and maybe required to, attend Everyone Out Programmes with a LSA; any cost of which will be in addition to the usual fees.
- It is the Programme Kaiwhakahaere's responsibility to ensure that all kaiako are fully aware of the individual requirements of all ngā tamariki and how best to support them.
- All individual needs will be assessed in a non-discriminatory way.
 - If any concerns are identified regarding individual needs, a meeting with kaiako and ngā mātua will be arranged, and any appropriate additional support measures will be put into place

9. BEHAVIOUR MANAGEMENT POLICY

In order to provide a safe and enjoyable environment for tamariki, kaiako will use a clear and consistent approach to guide the behaviour of ngā tamariki

Every tamaiti will be:

- Treated with respect and dignity
- Given positive guidance, using praise and encouragement, avoiding blame, or harsh language, to encourage appropriate behaviour
- Encouraged to take responsibility for their behaviour by being offered appropriate choices
 - Natural and relevant consequences will be used to support these choices.
 - Including if necessary, the involvement of ngā matua
- Focus will be on the behaviour itself, not ngā tamaiti

9.1. RIGHTS OF NGĀ TAMARIKI

Tamariki have:

- The right to be safe and feel safe
- The right to receive care, attention and support from kaiako and visiting adults
- The right to be treated fairly by ngā kaiako, visiting adults and other tamariki
- The right to play and be included in activities
- The right to enjoy recreation and relaxation

9.2. RULES AND RESPONSIBILITIES

Everyone Out has clearly defined rules that are written with, and in the voice of, ngā tamariki, to ensure that they fully understand, and buy into them.

Three basic rules will be emphasised

- Respect ourselves and others
- Respect our equipment and our environment
- Respect learning and play

Ngā kaiako and ngā tamariki will discuss the three basic rules at the start of each nature school term, or each holiday programme session- and again as needed throughout both.

9.3. GUIDELINES

Steps to be taken in managing behaviour include:

- Redirection
- Removing the child from the situation
- Warning the child with “Don’t do ... please do ...” OR “(Child’s name) I don’t like you doing ... because ...”
- After the second warning staff can use “No xxx ...” OR “I don’t like you doing Stop now or ...” OR “I feel ... when you do ...” OR “How do you think xxx feels when you do ...” OR “How would you feel if xxx did ... to you”.
- Staff will, at all times, model the required behaviour, and will be available to assist tamariki to manage their behaviour.

- Positive reinforcement and guidance will be used as much as possible

9.4. CONFLICT RESOLUTION

Conflict between tamariki is normal. Kaiako will use appropriate methods and problem-solving skills to help tamariki manage their conflict.

Tamariki will be reminded of the three basic rules, they should be adhering to.

When these rules are ignored, kaiako will use the least intrusive approach possible to rectify the situation.

- Taking a tamaiti away from a situation, allow tamariki to cool off- but not be isolated from view or from others
- Tamariki will be allowed time to talk about what happened and what the conflict was about
- Ask open ended questions such as “What happened?” or “Can you tell me ...” rather than “Did you?”
- Listen reflectively. “You’re saying ...” or “In other words ...”
- Acknowledge feelings as well as facts. “Sounds like you’re feeling....because...”
- Avoid making judgments , respect the opinions and attempts of ngā tamariki to rectify the situation.
- Tamariki will be asked how the situation could have been managed differently – brainstorm to assist ngā tamariki to problem solve
- Tamariki will be asked how they would like to end the situation e.g. handshake, apologies etc.
- Tamariki may need help understanding the consequences of a solution. “What do you think would happen if you did that?”
- Tamariki may need help to action their solution. Ask, “What is the first thing you need to do?” or “How are you going to take the first step?”

9.5. SERIOUS UNACCEPTABLE BEHAVIOUR

- Kaiako will manage any serious unacceptable behaviour in accordance with the Child Protection Supervision Guidelines (section 11.2)
- Unacceptable behaviour will be recorded in a Behaviour Incident Report
- Serious or repeated cases of unacceptable behaviour will be reported to ngā mātua
- If unacceptable behaviour continues, ngā mātua will be asked to meet with the Programme Kaiwhakahaere, all avenues will be explored and a behaviour management plan will be prepared.
- If no improvement is made, it is a last resort of the Programme Kaiwhakahaere to exclude te tamait from the programme, either for a short time, or possibly permanently.
- All discussions and recording of the behaviour of ngā tamariki will be entirely confidential.
- Ngā kaiako will not discuss the behaviour of tamariki outside of the programme without ensuring they protect the confidentiality of ngā tamaiti and whānau, except when following procedures in situations where abuse or neglect is suspected.