



## **BREAKFAST AND AFTERSCHOOL CLUB (part of Neston preschool Playgroup)**

### **SUSPENSION AND EXCLUSION POLICY.**

Breakfast Club and Afterschool Club use effective behaviour management strategies to promote the welfare and enjoyment of children attending the clubs. Working in partnership with parents, we aim to manage behaviour using clear, consistent and positive strategies. The clubs rules are displayed at every session and are discussed regularly.

We acknowledge that some children will require additional support in order to achieve acceptable levels of behaviour. Where we identify a child with these needs we will work closely with parents and possibly outside agencies to deal with the inappropriate behaviour in accordance with our behaviour policy.

Where a child persistently behaves inappropriately, we will implement the following –

1. The child will be given a verbal warning; staff will explain why the behaviour is unacceptable along with the consequences of further incidents.
2. Staff will encourage the child to discuss their behaviour, to explain their actions and to identify strategies for avoiding such incidents in the future.
3. Parents will be contacted to be informed of the verbal warning.
4. The child will be given 2 verbal warnings followed by phone calls to parents to inform them of this.
5. Two verbal warnings in a week will result in staff asking parents in to the club and they will consult with them to formulate clear strategies for dealing with persistent inappropriate behaviour
6. Details of formal warnings, suspensions and exclusions will be recorded and kept in the child's records. These are found in a locked filing cupboard at Neston preschool Playgroup. The key is held by the manager and deputy.
7. Staff will inform manager if a child's behaviour warrants suspension or exclusion.

We will only suspend or exclude a child from the club as a last resort, when all other behaviour management strategies have failed or if we feel that children or staff are at risk. Suspensions and exclusions will be fair, consistent and appropriate to the behaviour concerned, and will take account the child's age and maturity as well as other factors relevant to the child's situation. If appropriate, we will seek advice from other agencies.

#### **Temporary suspensions**

Temporary suspensions will be applied where formal warnings have failed to improve a child's persistent, challenging and unacceptable behaviour.

In the event of an extremely serious or dangerous incident we will suspend a child with immediate effect. We will contact parents and ask that they collect the child immediately. Immediate suspensions require the managers agreement.



The club may temporarily suspend the child for a period of 5 consecutive days. If the club takes this step we will discuss our concerns with parents in order to work together to promote a more desirable pattern of behaviour. At the end of the suspension period the manager will meet with the parents and the child, in order to agree any conditions relating to the child's return to the club.

**Permanent exclusion**

In exceptional circumstances, and only when all other attempts at behaviour management have failed, it may be necessary to permanently exclude a child from the club.

If a child is excluded from the club , the parents will be given a verbal and written explanation of the issues and subsequent actions. The parent has no right of appeal.

This policy was adopted on behalf of Breakfast and Afterschool Club (which is part of Neston Preschool Playgroup) by

Name (print) Helena Blamire-Brown

Position Chairperson

Signature.....

Date 7th December 2018

To be reviewed September 2019.