

Policy title	Kids/Youth Positive Guidance Policy
Policy area	Kids/Youth Programmes
Policy available for Students – yes/no	YES
Policy detail	The Learning Connexion has different strategies to manage and positively influence student behaviour. They are as follows: • Tutors will establish a culturally inclusive environment, where students from all backgrounds and creeds will feel safe and supported at all times. Verbal or physical bullying, on the part of students or staff, will not be tolerated • Tutors will work to create a calm, friendly and positive environment for children, parents and whānau and model positive conflict resolution skills • Tutors will establish clear boundaries for working in the classroom. Boundaries and behaviour will be discussed with children at appropriate times Our strategies for dealing with children whose behaviour is a concern are as follows: • Tutors will use clear, simple and specific directions with children. Staff will not grab, pick up, or restrain children in any way unless they are a danger to themselves or others • Children will be given redirection, or removed from an area if they are not following instructions after a warning is given. An incident report will be filled out and signed by a parent or caregiver • If a child has hurt another child verbally or physically, tutors will use restorative practice methods to resolve a conflict. If a conflict cannot be resolved or escalates, parents may be contacted to come and collect their child. An incident report will be completed and signed by a parent or caregiver • Where all previous strategies have failed (and if possible), children will be separated and moved to a supervised environment and monitored by staff • If a child attempts to escape a classroom or building, staff will alert the Tutor/Kids Art Programme Coordinator and/or Culture and Employment. Staff should not grab or restrain runaway children unless there is an immediate risk to their safety, e.g. if a child runs into traffic. Staff should attempt to bring a runaway child back to class by staying calm and talking to the child. Parents are to be notified immediately. An incident report must be completed and signed by a parent or caregiver • When inappropriate behaviour occurs, such as when a child continues to ignore tutor instructions to stop misbehaving or, if a child has hurt another child, the parent/caregiver will be notified of this via a behaviour incident report that must be read, signed and returned to the Tutor/Kids Art Programme Co-ordinator by the parent/caregiver. Depending on the circumstances, the child

	may be denied continued access to classes and/or refused further registrations or, may be asked to co-sign, along with their parent/caregiver, an agreement outlining expected behaviours in order to continue classes • When serious, inappropriate behaviour occurs, such as harm to another person, the parent/caregiver will be phoned immediately and requested to collect their child. An incident report will be completed and a copy will be given to the parent/caregiver to sign. A copy will also be given to Culture and Employment who will review the situation and decide if the child may return and, if so, what additional strategies/agreements will need to be put into place
Related Procedures	
Date Created	September 2018
Review Dates	June 2020, August 2021, Jan 2023, Jan 2024, Sept 2025
Next review date	Sept 2026
Links	