



Behaviour Policy

Aims

It is a primary aim of Sky Autism Support that every group Attendee feels valued and respected, and that each person is treated fairly and well. We are a caring community, whose values are built on mutual trust and respect for all. The charity's behaviour policy is therefore designed to support the way in which all leaders, volunteers and attendees can work together in a supportive way. It aims to promote an environment in which everyone feels happy, safe and secure.

Sky Autism Support have a behaviour policy which is not primarily concerned with rule enforcement. It is a means of promoting good relationships, so that people can work together with the focus of creating a safe space for socialising and learning.

The groups are designed to recognise and encourage good behaviour while empowering individuals to positively increase their independence, self-confidence and to encourage individuals to build friendships. This policy is designed to promote good behaviour, rather than merely deter anti-social behaviour.

Staff Responsibility

Behaviour Management is the responsibility of **all** staff at Sky Autism Support.

The Role of the Sessional Lead

It is the responsibility of our Group Leaders' to ensure that the rules are enforced in their groups, and that their Attendees behave in a responsible manner each session.

The Sessional Lead must be a role model for the Attendees and treat each individual fairly, with respect and understanding.

The Role of Sessional Co-Leads and Volunteers

Co-Leads and Volunteers should provide a positive model of behaviour and ensure high expectations are made explicit to the Attendees. They should inform the Sessional Lead of any inappropriate behaviour.



Promoting Positive Behaviour

We praise and reward Attendees for good behaviour in a variety of ways:

- Sessional Leaders, Co-Leads and Volunteers will congratulate Attendees.
- Sky Autism Support expects group rules to be followed to ensure a safe and positive social environment and we review each situation on an individual basis.
- We support and empower Attendees to try their best in all activities.
- If behaviour is inappropriate then a verbal warning is first given to the attendee with an explanation as to why what he/she is doing that is not acceptable.
- The safety of our Attendees is paramount in all situations. If an individual's behaviour endangers the safety of others, the Leader will stop the activity and the Individual will not be allowed to take part for the rest of that session. The Leader may at this point contact the Parent/Carer to collect the Attendee.
- Sky Autism Support does not tolerate bullying of any kind. If we discover that an act of bullying or intimidation has taken place, we act immediately to stop any further occurrences of such behaviour. While bullying is very difficult to eradicate, we do everything in our power to ensure that all Attendees can enjoy our social groups free from fear.
- Racist incidents will not be tolerated in any form.

Age Appropriate Sanctions

- All groups have a behaviour log that is kept in the classroom to record negative behaviour.
- Sessional Leaders need to advise all staff, including Volunteers if an Attendee is under sanction, or has behaviour targets.
- As Attendees arrive, they will be reminded about the expectations for behaviour. If they do not follow these then they are given a warning. If the behaviour continues then they will be removed and taken for a walk external to the group setting.
- **Step 1: - Attempt to diffuse the situation.**
 - Either a Sessional Leader, Sessional Co-Lead or Volunteer is to speak to the Attendee about their behaviour, using age appropriate language and try to help them to build an understanding about behaviour that is appropriate at group.



- **Step 2: - Amber Warning**
 - If they do not follow these then Step 1 is repeated with an explanation the Attendee is on a second warning.

- **Step 3: - Red Warning**
 - If the behaviour continues then they will receive a Time Out, by being taken outside the group setting by a Sessional Leader or Sessional Co-Lead, to discuss what is happening and why they have been removed from the group.

- **Step 4: - Parent/Carer Involvement**
 - If an Attendee continues to not follow the behaviour policy a meeting will take place by phone or in person with the parent/carers to discuss the situation and discuss a plan of action. All information will be logged in the incident book.

- **Step 5: - Parent/Carer Action**
 - In cases of extreme violence the parents will be contacted to collect their child and the situation and response will be discussed either in person or phone call.

Behaviour Monitoring

The following systems are in place to monitor behaviour:

- Each Group has a **behaviour log**. A record of parental contact is included within the log. This log is to be held securely by the charity.
- Attendees who are involved in incidents will have the incident recorded in the log detailing the incident, the Attendee's response and action taken.
- If a Sessional Leader sends an email regarding an incident and no response is received in 2 working days, a phone call will be made.
- Serious Incidents are recorded in an **incident log**, securely held by the charity. These include: -
 - physical violence or threatening behaviour
 - swearing intentionally to cause offence
 - racist, sexist or homophobic remarks
 - repeated disobedience
 - continued inappropriate behaviour after returning from Time Out
- If any Serious Incidents occur, a phone call will be made to parents/carers as soon as possible.



Further Sanctions

We do not wish to ask any child to stop attending our groups, but sometimes this may be necessary.

Sometimes the social groups will not be suitable for an attendee, for example, if their needs require continuous 1-1 support. In these cases, Sky Autism Support will look to see if alternative support is available and can be offered, potentially in the format of required parental attendance to facilitate care, or as 1-1 or 2-1 support external to the group setting.

We may also need to reject attendance if:

- Attendees repeatedly violate the Behaviour Policy
- Attendees seriously assault children, other group members or staff
- Attendees commit serious breaches of the Behaviour Policy

Confirmed: - **February 2022**

- **Review Date: Autumn Term 2023**