

# Churchill North Primary School

## Before & After School Care

### BEHAVIOUR CONTRACT

Dear Parents/Guardians,

It is the goal of the staff at Churchill North Primary Before and After School Care program that every child attending the program has a fun and safe experience. Children who attend the Before and After School Care program are expected to behave in a safe and respectful manner.

As part of our enrolment package we have included a copy of our Behaviour Guidance policy and Behaviour Contract to ensure that families are aware of expected behaviours. **Children** attending Before and After School Care, and their parents, **must read and sign** the attached behaviour contract. This contract outlines the Before and After School Care programs' expectations for all children to follow, and if these rules are not followed it may result in your child being **unable to attend Before and After School Care**. This decision will be made by the Supervisor and the School Principal.

Below is a list of expected behaviours. Please read through these with your child. You and your child must both sign the form and return as soon as possible. **Failure to return the form signed may result in exclusion from the Before and After School Care program.**

If you have any questions please contact the office.

Kind Regards,

Debbie Bostedt

Principal

Janet Kootstra

Nominated Supervisor

# Churchill North Primary Before & After School Care

## Program Behaviour Contract

### **Step 1: Verbal Warning**

Identify guideline not followed.

Provide and discuss with child alternative choices.

### **Step 2: Verbal warning/Official warning to child**

Reinforce the value of positive behaviour.

Verbal communication with caregiver at pick up time.

### **Step 3: Reflection Time**

Child has 5 – 10 minutes think time away from the group. Child is encouraged to think about their actions and how they may have affected others.

When things go wrong children are encouraged to ask:

- What happened?
- What were you thinking at the time?
- Who has been affected by your behaviour?
- What could you have done instead?
- What do you need to do to do things right?

Reminder of Before and After School Care expected behaviours.

Discussion with caregiver at pick up time.

### **Step 4: Collection by Parent/Caregiver**

- Child is removed from group until collected by caregiver.
- Details are recorded and uploaded as an incident with Australian Children's Education & Care Quality Authority.
- The child will be encouraged to think about their actions and how they may have affected others.
- The caregiver will be called to collect their child.
- A meeting may be held with parent/caregiver to outline the programs concerns.

### **Step 5: Temporary Suspension from Program**

- Persistent inappropriate behaviour will result in an initial suspension for 24 hours with a 1 week probation when attendance recommences.
- A Behaviour Management Plan will be put in place and discussed with child/caregiver/and senior management.
- If the parent/guardians are contacted during this period, a further suspension of one day will occur.
- Enrolment may be terminated if inappropriate behaviour persists.

**Step 6: Termination of enrolment**

- If unacceptable behaviour continues after this period, care will be terminated for a period of one term after reasonable measures have been taken to encourage positive involvement.
- Negotiation of terms for possible re-enrolment will occur after this period.

**The Principal/Director and Nominated Supervisor reserves the right to miss any step if the behaviour is serious and considered to be endangering the safety and wellbeing of Before and After School Care program children and staff.**

I \_\_\_\_\_ understand the behaviour contract and the consequences of not meeting these expectations.

Signed \_\_\_\_\_ (Child)

I \_\_\_\_\_ have read these expectations with my child and discussed the consequences of not meeting these expectations.

Signed \_\_\_\_\_ (Parent)