



YOUTH ACTIVE

INSPIRING YOUNG PEOPLE

Behaviour policy

Review date: 18th August 2026

This policy will be reviewed every two years, or sooner where changes in government legislation or statutory guidance require it.

www.youthactivecic.org.uk

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Company no. 16713261

Policy Owner	Team leader / Operational Manager
Applies to	All staff, volunteers, children, parents & carers
Version	1.0

1. Statement

Youth Active CIC (“Youth Active”, “the Club”) is committed to promoting positive behaviour management across all of its provision. We believe that every child has the right to be supported through positive, constructive approaches to behaviour, and that a calm and consistent environment is central to their wellbeing, learning and enjoyment.

Behaviour that causes emotional or physical harm to others, or that damages property, is not acceptable and will always be addressed appropriately. In managing behaviour, Youth Active works in partnership with parents and carers to apply strategies that are clear, consistent and positive. Club rules are displayed at every session and are discussed with children on a regular basis.

2. Aims of the Policy

This policy sets out the principles and procedures that guide how Youth Active supports children to:

- Use socially acceptable behaviour.
- Comply with Youth Active’s club rules.
- Respect one another, including differences of race, gender, ability, age and religion.
- Choose and participate in a variety of activities.
- Develop independence through self-discipline.
- Ask for help when it is needed.
- Enjoy their time at the Club.

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3. Promoting Positive Behaviour

Youth Active promotes positive behaviour proactively, rather than relying solely on responding to difficulties as they arise. This is achieved through:

- Staff acting as positive role models at all times.
- Praising appropriate behaviour as it occurs.
- A sticker reward scheme to recognise positive conduct.
- Informing parents and carers of individual achievements.
- Certificates awarded for exceptional accomplishments.
- A varied programme of play opportunities designed to meet the needs of all children attending.
- Activities that encourage co-operation rather than competition, developing skills such as turn-taking, sharing, trust and compromise.

4. Setting and Applying Boundaries

4.1 Setting Boundaries

Ground rules at Youth Active are age-appropriate, easy to understand, and always accompanied by an explanation of the reasoning behind them. For example, children are told that hitting is not allowed because it hurts others, and that nobody would want to be treated in this way themselves. Explaining the purpose of a rule, rather than simply stating it, helps children to understand and internalise expected standards of behaviour.

4.2 Applying Boundaries

Boundaries are applied consistently and fairly across all sessions. This is achieved by:

- Informing children of the ground rules in place at each site.
- Explaining to children why these rules exist.
- Ensuring all staff understand the rules and how to apply them consistently.
- Informing parents and carers of the rules.
- Involving children in reviewing the rules and inviting suggestions for any further rules that may be needed.

5. Responding to Inappropriate Behaviour

It is a natural part of children's development that, from time to time, they will need support and guidance to understand when their behaviour is not acceptable. Staff will always seek to identify the underlying cause or trigger of inappropriate behaviour, in order to prevent it recurring. In responding, staff will:

- Address challenging behaviour calmly, firmly and positively.
- Temporarily remove the child from the activity in the first instance, where appropriate.
- Discuss with the child why the behaviour shown is not acceptable.
- Give the child the opportunity to explain their behaviour, to help prevent it happening again.

- Encourage and support conflict resolution between children, using discussion and negotiation.
- Where behaviour appears to stem from boredom, work with the child to identify activities that engage them more fully.
- Consult with parents and carers to agree clear strategies for managing persistent inappropriate behaviour.

Youth Active will never threaten a form of punishment that could adversely affect a child's wellbeing.

6. Expectations of Staff

All staff are expected to model positive behaviour and to uphold the standards set out in this policy. Staff will:

- Regularly reflect on and review their own conduct.
- Listen carefully to children and value what they have to say.
- Give children clear, consistent explanations of the boundaries expected within the Club.
- Ensure children do not receive attention as a result of inappropriate behaviour.
- Allow children to express choices.
- Acknowledge children's feelings and encourage them to express these verbally or creatively.
- Adhere to the rules of the group and treat children and adults with respect.
- Behave courteously at all times, remembering that children learn by example.

6.1 Practices Staff Must Not Use

- Physical punishment will never be used or threatened, under any circumstances.
- Staff should not shout or raise their voice, except where necessary to gain the attention of a large group or in an emergency.
- Staff should avoid labelling children as "naughty" or "good", as such labels can have undesirable long-term effects.
- Unnecessary constraints or restrictions will not be placed on children.

6.2 Good Practice for Staff

- Aggressive or bullying behaviour is stopped immediately, with the focus placed on explaining why the behaviour is unacceptable rather than on blaming the individual.
- Behaviour issues are handled in a way that is developmentally appropriate, helping children understand that they are valued and respected even when a particular behaviour or action is not.
- Where needed, staff outline expected behaviours to children and support them to work through conflict resolution and find their own solutions.

- Children are supported to take responsibility for their actions — for example, by wiping up a spill they have made or helping to repair equipment they have damaged.
- Observations, briefings and de-briefs are used by staff to help identify possible triggers for unwanted behaviour.

7. Managing Persistent Inappropriate Behaviour

Where a child's inappropriate behaviour persists, their parents or carers will be contacted and kept informed of the situation. The Team Leader will discuss the matter with them to help identify the possible cause of the behaviour. Together, the Team Leader and the parents or carers will develop behaviour management strategies that can be applied consistently, both at home and within the Club setting.

In extreme cases, and in order to protect the safety and wellbeing of other children and staff, Youth Active reserves the right to exclude a child from the group. This may be a temporary or, where necessary, a permanent measure.

Refunds are not issued for any period during which a child is excluded from the service as a result of their behaviour.

8. Partnership with Parents and Carers

Youth Active values its partnership with parents and carers and is committed to keeping them informed of, and involved in, matters relating to this policy. In supporting this partnership, we ask that parents and carers:

- **Collection arrangements:** obtain another parent's permission before taking their child home to play, and ensure the Team Leader or Manager is notified in advance. Where permission has not been received, a child will not be released to another adult.
- **Alternative collection:** notify Youth Active if a child is to be collected by someone other than those named on the registration form. Again, a child will not be released without prior notification and permission.
- **Food and snacks:** refrain from giving sweets or snacks to their own or other children while at the play setting, as sugar can adversely affect children's behaviour and other children may have food allergies.
- **Supporting this policy:** read and support the principles set out in this Behavioural Policy.
- **Greeting their child:** show that they are pleased to see their child at collection time and allow them a moment to finish what they are doing, rather than remaining on the phone, which can give the impression that the child is not a priority.
- **Timely collection:** collect children on time, as late collection can cause children distress and anxiety.
- **Notifying lateness:** call ahead to inform staff of any expected lateness and provide an estimated arrival time. Repeated late collection during a half-term or after-school provision may result in a child's place being temporarily withdrawn.

- **Signing out:** collect their child in person, or arrange for another authorised adult aged 16 or over to do so, and sign the child out. Staff should not be expected to send a child out to a gate or vehicle unaccompanied.
- **Non-attendance:** notify Youth Active if their child will not be attending on a day they are registered.
- **Registration details:** complete online registration in full and update the system promptly with any changes, including telephone numbers, email address, allergies or emergency contact details, to protect their child's safety and wellbeing.
- **Conduct on site:** use appropriate language at all times, with no shouting at, or threatening behaviour towards, any adult, staff member or child, or towards Club property. Further detail is set out in Youth Active's Behavioural Policy for Adults.
- **Designated areas:** remain within designated areas at all times. Parents and carers should not attempt to recover property from a child's classroom or from areas used during half-term provision, and unaccompanied access to school buildings by unknown adults is not permitted.

9. Monitoring and Review

This policy will be reviewed on an annual basis, or sooner where changes in legislation, statutory guidance or Youth Active's own practice make this necessary. It should be read alongside Youth Active's Safeguarding Policy, Behavioural Policy for Adults, and Complaints Procedure.