



WORKS 4 U

Behaviour Management and Anti bullying Policy

Behaviour and Anti-Bullying Policy (Updated with KCSIE 2024 Guidelines)

1. Behaviour Management

Our aim is to address the underlying causes of difficult behaviour while ensuring effective management strategies are in place. Behaviour management involves a range of strategies rather than a single approach to all situations. Our primary concern is the safety, wellbeing, and respect of all young people using our service and our staff.

Discipline, in this policy, refers to supportive control of young people who struggle with self-regulation. Punishment, in contrast, is unproductive and does not foster self-control. Instead, positive consequences and appropriate sanctions are used to encourage behavioural learning.

Supportive control:

- Sets limits and helps young people stay within them.
- Does not harm self-esteem.
- Expresses care and concern.
- Recognises that loss of control can be frightening for young people.
- Models positive behaviour.

Behaviour management strategies will vary depending on the nature of the behaviour and staff assessment of the situation. However, the following principles apply:

- **No corporal punishment** under any circumstances.
- **Young people must not be locked in rooms or cupboards.**
- **Confiscation of goods** must be an agreed consequence and not a response to bullying.
- **Time-out** is a short-term supportive measure and not a punishment or means of depriving young people of adult support.
- **Physical restraint** is only used in extreme circumstances, to prevent likely injury to the young person or others, or serious damage to property. Restraint is a last resort and must be non-harmful, with the sole intent of ensuring safety.
- **Police involvement** should be a last resort when staff cannot manage a situation and there is an imminent risk of harm or significant damage.
- **Staff must not react physically in the heat of the moment** (e.g., hitting, lashing out, or pushing), except in self-defence if attacked, particularly if a weapon is involved.
- **All serious incidents must be reported** to the Service Manager immediately for follow-up action and recording.
- **Parental contact and potential exclusion** must be decided in consultation with the Service Manager or Team Leader.
- **Ongoing behaviour management strategies** for individual young people must be discussed and approved by the Service Manager.

1.1 List of Prohibited Sanctions:

1. Corporal punishment.
2. Any form of physical assault (e.g., pinching, twisting skin, intentional harm).
3. All actions classified as bullying (refer to section 2: Bullying Policy).

1.2 Exclusion Policy

Our priority is to support young people in modifying their behaviour. However, exclusion may be necessary in cases of:

- Threats to health, safety, and wellbeing.
- Verbal abuse towards learners or staff.
- Being under the influence of drugs or alcohol.
- Behaviour significantly disrupting the learning environment.
- Refusal to follow reasonable instructions from staff.
- Any behaviour deemed unacceptable by the Centre Manager.

1.3 Exclusion Procedure

- If immediate danger exists, the young person may be asked to leave the premises.
- The Centre Manager may involve the police if there is a serious threat to individuals or property.
- Parents/carers and the school will be informed of any exclusion.
- A full investigation will be conducted before any decision on return conditions is made.
- Detailed records of incidents, investigations, and actions taken will be maintained.

2. Anti-Bullying Policy

Bullying is any form of physical, verbal, emotional, or cyber abuse. It may be a one-time incident or repeated over time.

2.1 Bullying Includes:

- Name-calling, teasing, mocking, or taunting.
- Physical abuse (e.g., hitting, pushing, kicking, spitting).
- Threatening behaviour or intimidation.
- Coercion, humiliation, and isolation.
- Abuse of power, including organisational or adult power.
- Cyberbullying (see section 2.4 for more details).

2.2 Supporting Young People Being Bullied

We are committed to:

- Empowering victims of bullying.

- Taking active steps to prevent and stop bullying.
- Implementing appropriate consequences for those who bully.
- Providing support to victims and working with their families.

2.3 Addressing Young People Who Bully

We are committed to:

- Stopping bullying behaviour.
- Implementing appropriate boundaries and interventions.
- Supporting bullies to develop healthier ways of interacting with others.
- Engaging families/carers in behaviour improvement strategies.

2.4 Cyberbullying

Cyberbullying occurs through digital platforms such as social media, mobile phones, and gaming sites. Its impact can be severe. Preventative measures include:

- Using privacy settings.
- Respecting others online.
- Avoiding sharing inappropriate images/videos.
- Keeping personal information private.
- Blocking/reporting online bullies.
- Not retaliating to harmful messages.
- Saving evidence of bullying and reporting it to a trusted adult.

If cyberbullying content is posted online:

- Request removal from the person responsible (if known).
- Report content to the platform provider.
- If necessary, contact the police.

National Online Safety: All Works4U staff have access to training on cyberbullying through National Online Safety resources. Learners are also educated on online safety and cyberbullying prevention.

2.5 Reporting and Support

Designated Safeguarding Lead: Mark Hyde, Safeguarding Officer

Contact: 0161 303 1069

Email: mark@normanmackie.com

National Agencies and Support

- **Advisory Centre for Education:** 0300 0115 142
- **Anti-Bullying Campaign:** 0207 378 1446 (9.30am – 5.00pm)

- **Childline:** 0800 1111
- **Kidscape:** www.kidscape.org.uk
- **Parentline:** 0808 800 2222
- **ThinkUKnow (CEOP Resources):** www.thinkuknow.org
- **Digizen:** www.digizen.org
- **Ditch the Label:** www.ditchthelabel.org
- **NSPCC:** <https://www.nspcc.org.uk/>
- **Anti-Bullying Alliance:** <https://www.anti-bullyingalliance.org.uk/>
- **Young Stonewall:** www.youngstonewall.org.uk

This policy reflects the updated **Keeping Children Safe in Education (KCSIE) 2024** guidelines, ensuring a proactive, safeguarding-focused approach to behaviour management and bullying prevention at Works4U.