

## **Behaviour Policy**

Whilst in attendance of the programme at Active Summer Camps, each Child is to follow the Behaviour guidelines outlined. Each Child is to treat each other with respect and listen to the instructions of staff. Active Summer Camps;

- Take all signs of bullying very seriously
- Encourage all children to speak and share their concerns.
- Help the victim to speak out and tell the person in charge or someone in authority.
- Create an open environment.
- Investigate all allegations and take action to ensure the victim is safe.
- Speak with the victim and the bully/ies separately.
- Reassure the victim that you can be trusted and will help them, although you cannot promise to tell no one else.
- Keep records of what is said (what happened by whom, when etc).
- Report any concerns to the child protection officer.

### **Action towards bullies:**

- Talk with the bully/ies explain the situation and try to get the bully/ies to understand the consequences of their behaviour.
- Seek an apology to the victim/s.
- Inform the bully's parents.
- Insist on the return of borrowed items if any, and that the bully/ies compensate the victim.
- Provide support for the teacher/coach of the victim.
- Impose sanctions as necessary.
- Encourage and support the bully/ies to change behaviour.
- Hold meetings with the families to report on progress.
- Inform all appropriate members of the action taken.
- Keep a written record of action taken.