

In this document leaders refers to all DBS checked adults over 18 years old.

Achieving positive behaviour

New Life Church believes that children flourish best when their personal, social, emotional and spiritual needs are met and where there are clear and developmentally appropriate expectations of their behaviour.

Children's behaviour must be managed effectively and in a manner appropriate for their stage of development and particular individual needs. If a child's behaviour is undesirable this is to be discussed with the child in an age- appropriate manner, and they are to be encouraged by positive reinforcement to adjust their behaviour. If their behaviour continues to be challenging or disruptive this will be discussed with parents/ guardians so we can work together towards a positive outcome.

The physical discipline of children will not be tolerated at any time. We use physical restraint, such as holding, only to prevent physical injury to children, adults or serious damage to property.

Supervision of groups

The ratios of leaders to children will vary according to individual age groups. Our ratio guidelines are:

1:4 for 2 year olds

1:6 for 3-4 year olds

1:8 for 5-11 year olds.

There will always be at least two adult leaders with a group of children, with the exception of crèche which will have one responsible adult (as many parents stay in the group). If a child needs to use the toilet, then an adult leader will stand in the corridor. If other members of the public are using the building then a leader must knock on the outside door of the toilet to ensure that no one else is in there at that time. On a Sunday morning the toilets which are used by the children are out of bounds for members of the congregation.

If a child or young person wishes to have a private conversation with a leader, if possible take them to a quiet part of the room where the session is taking place so still in view of other leaders. If this is not possible then take them to another room and leave the door and curtains open so behaviour can be observed. The leader must inform another leader what is happening.

Children with additional needs

Where a child has additional needs, we will work with parents to provide suitable support. Where 1:1 support is required for a child, it may be appropriate that the helper will be with the child in a separate room to the main group. Another leader will always be made aware that this is happening and the room will have a window or open door so the child and helper are visible/ can be heard by others.

Transport

If it is necessary to transport children to / from activities in a private car, it is desirable that no leader is left on their own with any one child. It is good practice to drop off individuals before siblings. We do however acknowledge that it is not always possible and so encourage safe practice when transporting children. A child travelling on their own in a car with a leader must always travel in the back of the car. Whenever a child is transported another leader must be informed by text/ phone message once the child/ children are safely dropped home.

Children's Personal Needs

We will encourage all children to take care of their own personal needs, however, for very young children of those with additional needs this is not always possible. These needs will be acted on by the leader concerned and/ or the parents/ guardians assistance will be sought.

Counselling Children

As previously stated all children are respected and valued at NLC and all leaders are open to talk with children about anything which may arise.

We do however, acknowledge that not all leaders are equipped to counsel children who may be struggling with specific issues, and so some individuals will be specifically available for this purpose. Leaders should refer these situations to the Children's Workers who will refer them to the relevant people.

Registering Children in groups

For all groups where parents or guardians are not present the children will be registered in and out of the group by a responsible adult. All registers will include the names of the leaders during that session. It is vital that registers are accurately kept for safeguarding and fire purposes.

Mobile Phones

The use of mobile phones for any purpose is not permitted in any session either by children or leaders. When a group leaves the building, for example to go onto the field then a designated leader will take a mobile phone with them.

First Aid

In the event of a child being injured they must be seen by a designated first aider. The relevant documentation must be filled in and parents notified.