

Code of Acceptable Behaviour

When a child is enrolled in the programme they will be guided through the 'boundaries' of the Club:

Be Safe
Be Caring
Be Respectful

These boundaries, and what they mean in day-to-day life at the Club, will be discussed every day.

When a child strays from these boundaries staff will:

- ✓ Remind the child of the boundaries and discuss with them how they are affecting themselves and others by not adhering to them. For example:
 - Arguments are not acceptable - they need to be resolved with staff help.
 - Deliberately ignoring Supervisors' instructions that may cause distress or put the group at risk is not allowed.
 - Running indoors, swearing, spitting, shouting etc will not be accepted.
 - Bullying, name-calling, talking unkindly about other children in the programme and excluding children from groups will not be tolerated.
 - Careless damage of property and/or equipment is not acceptable and such breakages are to be replaced by parents/caregivers.
 - Being rude or disrespectful to staff will not be accepted.
 - Play fight is forbidden at SMASH.
 - Putting yourself and/ or others at risk (e.g. ignoring Supervisors instructions when crossing roads or walking to/from SMASH) is not permissible.

- ✓ Serious or repeated cases of the unacceptable behaviours listed above will be recorded and we will follow the 3 warnings system:

1st Warning: child warned, behaviour incident form completed, parents and management notified;

2nd warning: child warned, behaviour incident form completed, parents notified, meet with staff and management arranged to discuss how best to proceed and avoid future incidents.

3rd and final warning: parents notified, behaviour incident form completed, child suspended from next appointment at SMASH.

The warning (1st, 2nd or both) will be voided after 6 consecutive weeks of significant improvement in the child's behaviour.
If a child gets suspended 3 times (9 warnings in total) in a short period of time, they will be asked to leave SMASH permanently.

Physical aggression or verbal hostility is not tolerated under any circumstances and the child will be immediately suspended if they deliberately and/or intentionally:

- Punch, kick, slap, bite, push or hit (including use of object that can cause injury) another person.
- Verbally abuse and humiliate another person by:
name calling with intention to offend;
racist, specific belittling comments towards another person's religion, culture, customs, appearance or habits;
- Same rules apply to retaliation, all children are encouraged to bring the matter to the Supervisors on duty not to take matters into their hands.

Please note: suspension will incur normal SMASH fees as it disrupts our operations.

At all times staff will be fair and consistent with all children.

Please reinforce our policies with your children. We will CLEARLY communicate our boundaries to ALL children EVERY day.

Lastly, we know that the days can be long, busy and tiring! Please reassure your child that the Supervisors can be approached at all times if they get upset, angry, or have any issues that they cannot resolve.

When enrolling your child at SMASH you agree to support them in accepting, understanding and achieving this level of behaviour.

Our policies have been put in place to ensure the safety and wellbeing of our children and staff. Since the warning system was implemented we have noticed a dramatic decrease in number of incidents involving children behaving aggressively towards one another.

Those policies had an input from all our staff, who deal with the children on a daily basis, and were reviewed by the SMASH Management Board, composed of five members as follow:

1. Chair of Management Committee;
2. Treasurer;
3. Karori Anglican Churches' Representative;
4. SMASH Parent Representative &
5. SMASH Manager.