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**Code of Behaviour for Staff**

**Do’s Dont’s**

1. Age appropriate play 1. Force a child to join in.
2. Comfort when needed 2. Never smack; slap; push
3. Intervene in play if harm 3. Shout .

Could come to child.

1. Treat each other with respect 4. Do not initiate touch with a child unless

They have fallen and need comforting

1. Treat the child with respect 5. Do not take stress out on the children. If

You need a break tell another member of staff.

1. Treat the child as an individual 6. Never leave a Toddler or baby

Unattended when they are awakel

1. We are always punctual 7. Never leave smaller chlldren with older

 Children unattended.

1. Practice Clean hands policy. 8. If planning a trip and you do not have the

Correct ratio of adults to kids postpone the trip.

1. Always clean up after eating 9.Never play or move on to the next activity

Or before the next activity. Without cleaning the floor.

Actively encourage the kids

To help in clean up.

1. Always treat children kindly. 10. Never tell a child to go away.
2. If a pre school child hugs/ or 11. Encourage rough play.

 kisses you that is fine.

1. If you are unsure about what to 12. Allow sliding or running across

Do Ask another member of staff. The floor.Unless part of a supervised game.

13.Always listen to a child with a 13. We do not have a bold / naughty step/

compaint. Stool. However where a childs’ behaviour will cause harm to himself/ others or staff, we explain to them they must stop the activity and why. If they proceed in inappropriate behaviour they will be removed from the game/ table etc and a member of staff will stay with them and discuss the impacts of the behaviour allowing them to return once they have agreed to behave.

14.Always change wet/ Soiled 14. Never leave a floor solied / wet. This

 clothes immediately. Explain could cause harm to staff or another child.

to the child they need to let Always clean up with disinfectant and dump

you know sooner / go to the toilet the cloths used.

sooner. Do not make a fuss.

Do not berate the child.

15.Always speak at the child’s level,

In a calm quiet voice.