



Junior Policy and Procedure Guidelines

Huish Leisure Behaviour Policy

Huish Leisure believes that all of our junior users have a right to be valued, respected and safe. For this to happen we must offer clear guidance of acceptable behaviour and the actions that we will take should behaviour become unacceptable.

We ask that the Parents and Guardians respect and support the Huish Leisure Junior Behaviour Policy to ensure acceptable behaviour is maintained whether your child is having a swim, attending a lesson or activity session.

Our Aim

To proactively address unacceptable behaviour in all areas of the Junior Activity programme throughout the centre.

Examples of unacceptable behaviour (but is not limited to)

- Excessive shouting
- Use of unacceptable language
- Harassment
- Bullying or fighting
- Discrimination
- Threatening a staff member or another junior user
- Failure to comply with the rules i.e. pool and holiday activity rules
- Consistent disruptive behaviour during group activity
- Refusing to comply with reasonable requests
- Playing unsuitably rough games

All staff are trained to ensure the behaviour guidelines are followed and to positively intervene when not.

The “Strike” system will operate during all junior activities and sessions

Strike 1	Unacceptable behaviour	Unacceptable behaviour identified and explained to the child what is unacceptable about their behaviour
Strike 2	Repeat	Clarification of unacceptable behaviour and child asked to take a two minute time out
Strike 3	Repeat	Child returned to parent/guardian. Unacceptable behaviour explained and excluded from activity or the rest of the session

Junior Policy and Procedure Guidelines

Huish Leisure Behaviour Policy

If a child physically assaults another person, the child will be immediately removed from the session. A parent meeting will be held with the Parent/Guardian, Junior Co-ordinator and Centre Manager to establish if the child will be readmitted to the centre's activities or fully excluded.

Incident Management

- A record will be made of the incident and held on file for a period of 12 months
- The Parent/Guardian of the child will be asked to attend a meeting with the Junior Co-ordinator and Centre Manager to discuss how to address the issues identified
- The child may be excluded from sessions for a period agreed between the Parent/Guardian, Junior Co-ordinator and Centre Manager (no refunds will be offered on activities booked)

CODE OF CONDUCT

It is expected from the child/children that:

- The child will follow the Behaviour Policy
- The child will listen to what the coach/instructor/activity leader/member of staff is telling you to ensure your safety in sessions and activities
- Demonstrate respect for themselves, staff, other children and the leisure centre environment
- Conduct themselves in a manner that does not compromise the safety and security of themselves and or others
- Respect the property of others and use equipment provided in the appropriate manner
- Be honest in their dealings with others
- Refrain from engaging in behaviour that is rude, aggressive, threatening, intimidating, violent, abusive, racist, sexist or homophobic
- The child **MUST** inform the coach/instructor/activity leader when they need to use the toilet and when they return to the activity

It is expected from parents and guardians that:

- They should keep us informed of any updated medical details or individual needs that they feel we should know about to support their child further in lessons/activity sessions
- To help their child/children understand the Code of Conduct and support Huish Leisure Behaviour Policy
- Show support and appreciation of their child in lessons/activity sessions
- Ensure no inappropriate or abusive language is used in the centre. This includes verbal abuse or direct physical threats towards staff or other customers
- To drop off and collect their child punctually to and from lessons/activity sessions
- To support our Safeguarding Policy and use appropriate toilets and changing facilities

Junior Policy and Procedure Guidelines

Huish Leisure Behaviour Policy

- If they have an issue or wish to speak with the coach/instructor/activity leader please leave a request at reception or alternatively speak with the Duty Officer

It is expected from the Coach/Instructor/Activity Leader that:

- All activities comply with Health and Safety
- We will start and finish activities on time
- We will inform Parents/Guardians of any concerns relating to their child
- We are happy to discuss or provide feedback on pupil progress, if requested by a Parent/Guardian
- We adhere to the Huish Academy's Safeguarding Policy
- We will treat all children with respect and follow the guidelines in the Behaviour Policy
- We will ensure that all teaching programmes are appropriate to age, ability of an individual child. We will follow the recommended outcomes with the sport's national governing body guidelines
- We will treat all information of a personal nature about an individual child as confidential. Indicators are used on registers and confidential information secured in a safe place
- Huish Leisure's staff are committed to tackling all forms of discrimination and to strive to become inclusive of all those who want to participate irrespective of their race, gender, age, sexual orientation faith and ability
- All equipment must be visually checked to ensure it is safe to use. If deemed unsafe the equipment will be removed and reported to the Duty Officer on shift
- Be prepared to adapt an activity to suit the needs of all participants
- Encourage children to take an active role in the activity being delivered including looking after equipment and belongings
- Record all incidents, accidents and near misses that occur on the day and report to the Duty Officer. The Duty Officer will then inform the Parent/Guardian

Huish Leisure's coach/instructors/activity leaders/members of staff aim to work and provide situations in which children can deliver self-discipline and self-esteem in an atmosphere of mutual respect and encouragement.

Review

All Huish Leisure Policies will be reviewed on an annual basis, after an incident or if there is a change in guidelines and advice.