



Spinney Pre-School Code of Behaviour Policy

CODE OF BEHAVIOUR FOR ALL ADULTS WHO VISIT OR WORK IN *Spinney Pre School*

The setting aims to promote a culture of safety and respect for other people and an environment where the children and adults are valued and treated as individuals and do not feel threatened. No-one has the right to do anything that might make another person feel uncomfortable.

The setting expects that all adults will:

- Treat all children and other adults with respect.
- Will not use any racist, sexist, discriminatory or offensive language in the pre-school.
- Provide an example of good conduct and behave appropriately. Good manners, kindness and courtesy towards the children, other parents/carers and members of staff should be used at all times.
- Challenge unacceptable behaviour by another adult and/or report all allegations/suspensions of abusive behaviour to member of the pre-school staff

Any adult who behaves in a manner that is considered to be unacceptable will be initially spoken to by the setting Supervisor if the matter cannot be rectified then that adult will not be allowed access into the building. In serious cases the setting reserves the right to contact the police.

Parent/Carer who may be under the influence of alcohol or other substances

Our setting has a duty under the law to help safeguard children and therefore if we think a Parent/Carer who comes to collect their child is displaying behaviour that would lead the pre-school to think the adult is under the influence of alcohol or drugs then the following action will be taken:

- The adult will be told the reason why the staff will not let them take the child and asked to stay until another authorised adult is contacted.
- The child's file will be checked for information on who to contact in emergencies.
- The emergency contact person/s will be contacted and asked to come to the pre-school to escort the child home.
- In the event of no-one being able to be contacted then Social Care will be contacted for advice
- A full written report of the incident is recorded.

(See **Smoking, Alcohol and other substances policy**)

This Policy was adopted at a meeting of the Pre-School held on (date) _____

Signed on behalf of the Pre-School _____