

RESTRICTIVE PRACTICE, POSITIVE GUIDANCE & BEHAVIOUR POLICY

Applies to: All staff, Manager, clients, stakeholders, Management Committee and Volunteers/Students.

Version: 2

Specific responsibility: All staff, Manager, Management Committee

Date approved: 30.07.2019

Next review date: July 2021

Policy context:

To support children to know and understand themselves, initiate, build and maintain relationships with others and meet the challenges that everyday life presents in a positive and confident way.

Legislation or other requirements

- National Disability Insurance Scheme Act 2013
- National Disability Insurance Scheme Guidelines (Quality Indicators)2018
- National Disability Insurance Scheme (Restrictive Practices and Behaviour Support) Rules 2018
- National Disability Insurance Scheme (Incident Management & Reportable Incidents) Rules 2018
- NDIS Terms of Business for Registered Providers
- NDIS Quality and Safeguards Framework, 2016
- United Nations Convention on the Rights of Persons with Disabilities (CRPD)
- Children and Young Person (Care and Protection) Act 1998 (State)
- Work Health & Safety Act 2011 (State)
- Work Health & Safety Regulations 2011 (State)

Contractual obligations

- Employment Agreements
- Client Service Agreements and Schedule of Supports
- NDIS Service Registered Service Provider obligations
- DoE (Sector Capacity Building project contract) Funding Terms and Conditions (Funding Agreement)

POLICY STATEMENT:

The service staff will provide a safe, secure, caring and stimulating environment which encourages children to positively interact with peers, staff, their family and others. Early Connections- MGL staff aim to create individualised strategies for children with a disability (or significantly delayed development) that are responsive to their needs. These strategies will attempt to reduce the occurrence and impact of behaviours.

Early Connections – Port Macquarie/Hastings (EC-PMH) staff will aim to significantly reduce or eliminate the use of restrictive practices. We aim to provide strategies, education and modelling for parents, carers, other educators and community members in eliminating restrictive practices and will promote behaviour management strategies that build on children’s strengths, self-identity and an understanding of themselves as significant and respected. Early Connections – PMH does not support the use of restrictive practices as a way of responding to challenging behaviours.

'**Restrictive practice**' means any **practice** or intervention that has the effect of restricting the rights or freedom of movement of a person with **disability**. Restrictive practices include using restraint (physical, chemical, mechanical and environmental) and seclusion, as well as other ways to prevent an individual from exercising their rights.

PROCEDURE:

Staff at Early Connections - Port Macquarie/Hastings aim to use appropriate strategies to guide children to recognize, manage and reflect on their behaviours and express their emotions in positive, developmentally appropriate ways. All children will be supported to develop self-regulation skills in a safe and empowering environment.

Families will be supported by staff in developing strategies for use in the home and community settings in relation to positive behaviour management. Training and support within our service will be offered, such as Stepping Stones Triple P, and other community supports will be arranged with family agreement.

STAFF will:

- Ensure children feel safe secure and supported at all times.
- Have due regard to appropriate age and developmental expectations and individual temperaments, and will be positive and supportive at all times.
- Consider the interests, needs and abilities of each individual child.
- Use language that is positive, clear and developmentally appropriate for each individual child.
- Be consistent with behaviour expectations.
- Provide clear expectations and limits, presenting these via a range of formats eg using visuals.
- Ensure that the physical environment supports children's awareness of expectations and limits.
- Empower children to make choices and problem solve to meet their needs in particular circumstances and a range of environments.
- Actively encourage appropriate behaviours through positive modelling.
- Work in partnership with parents in the child's community in guiding children's behaviour.
- Guide children to make choices which lead to positive outcomes and support children to understand the implications of their choices.
- Gain support from other relevant staff members/therapists within our service or through other community sources.
- Motivate and encourage families to use consistent, appropriate behaviour management strategies in all environments.
- Support and assist child care staff and other community members with strategies to make each child's inclusion in all activities positive and worthwhile.
- Use an appropriate tone of voice and appropriate language at all times when interacting with children and their families.
- Promote and guide children to develop self-regulation strategies so that they can develop skills in managing or partially managing their own behaviours. Offer strategies and visual representations of calming alternatives.

THE SERVICE PROVIDER - Early Connections - Port Macquarie/Hastings will ensure that all staff:

- Are familiar with and abide at all times by the Restrictive Practice, Positive Guidance and Behaviour Management Policy and the National Disability Insurance Scheme (Restrictive Practices and Behaviour Support) Rules 2018.

- Are appropriately supported through training opportunities and staff development days. Guidance and mentoring will be offered to new staff and ongoing internal staff support will be offered to discuss and share strategies and ideas
- Are aware of the service's expectations regarding positive, respectful and appropriate behaviour and acceptable responses and reactions when working with young children and their families
- Are aware that it is an offence to subject a child to any form of corporal punishment, or any discipline that is unreasonable or excessive in the circumstances (National Law: Section 166)
- Have regard to the cultural and family values, age and developmental stage of each child and their social and emotional needs
- Have procedures in place for effective communication with families and carers in regard to their challenging behaviours
- Use positive and respectful strategies and respond to conflict and the behaviour of others.

THE USE OF PHYSICAL FORCE, EMBARRASSMENT OR SARCASM IS NEVER PRACTISED.

If behaviour becomes significantly challenging staff will:

- Observe record and identify triggers that lead to significantly challenging behaviour.
- Observe and record behaviours to assist with the development of a written behaviour management plan.
- Collaborate with parents, staff, professionals and the children's community to develop a coordinated plan that can be implemented by staff when the child is attending and with modification by parents/carers and others at home for each setting.
- Functional behaviour assessments such as a Routines Based Interview will be used to assist in determining specific challenging periods throughout the day and determine possible strategies.
- Implement the plan/strategies consistently across all staff members.
- Meet regularly to discuss and evaluate child's progress and review the behaviour management plan. Use of COPMS measurement scales may assist in evaluating progress of plan.

Behaviour Management Plan

When developing a collaborative behaviour management plan the following points should be considered:

- The plan should only implement positive behaviour management strategies.
- The plan involves collaboration between teacher, parent and other involved professionals.
- The plan should be able to be adapted to be implemented in a range of environments eg: home, child care, community setting.
- The Workplace Health and Safety of staff members implementing the plan must be considered.
- Restrictive practices are discouraged and where they are current the NDIS Safeguards Commission is notified and appropriate monitoring and attempts to eliminate this practice are encouraged.

The Director should approve the plan and be informed regarding the child's progress. Where needed behaviour support plans are lodged with the NDIS Safeguards Commission for review.

Any concerns of inappropriate management of a child's behaviour should be discussed with the Manager.

Sources

National Disability Insurance Scheme (Restrictive Practice and Behaviour Support) Rules 2018

Early Years Learning Framework for Australia 2009.

Early Childhood Australia Inc. (2007). The code of ethics.

United Nations Convention on the Rights of Persons with Disabilities (CRPD)

Children and Young Person (Care and Protection) Act 1998

Occupational Health and Safety Regulations 2001

DOCUMENTATION

Documents related to this policy		
Related policies	<ul style="list-style-type: none">- Interaction with Children Policy- Case Management/Service Plan Policy- Complaints and Grievance Policy- Child Protection Policy	
Forms, record keeping or other organisational documents	<ul style="list-style-type: none">- Service Plan documentation- Routines Based Interview documentation- Behaviour Management Plan documentation- Echidna file	
Reviewing and approving this policy		
Frequency	Person responsible	Approval
Every 2 Years	Manager and Management Committee	Management Committee

Policy review and version tracking			
Review	Date Approved	Approved by	Next Review Due
1	28.02.2017	Management Committee	28.02.2019
2	30.07.2019	Management Committee	July 2021
3			

Management Committee:



Signed:

Name: Tiama Pride

Position: President

Date: 30.07.2019