

# THE TOWN OF FORT FRANCES

## Section: Community Services – Children’s Complex

### Policy: Children’s Code of Conduct

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**Creation Date:** September 2017

**Revised Date:** n/a

**Resolution Number:** 908

**Policy Number:** 2.22

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**Purpose:**

Within the Town of Fort Frances Children’s Complex programs we strive to provide a safe, caring, learning environment for children, staff and families. We believe in equality and respect diversity.

This policy sets out expectations for respectful behaviors of all children in our facilities/programs and is meant to assist in continuing to maintain a safe, caring learning environment for all who participate in our programs.

**Developmental Capabilities of Children:**

We understand that it is normal for children to display inappropriate behavior at times for a variety of reasons. The age and developmental capabilities of each child will always be considered when determining both expectations for behaviour and consequences of inappropriate behavior. Each situation will be considered on its own merits.

**Unacceptable Behaviors:**

The following behaviors behaviours by children involved in our centre are unacceptable:

- All forms of bullying (physical, verbal, emotional, social or cyber bullying), including comments, actions or visual displays that are intentional, hurtful and repetitive (Ex. Hitting, pushing, name-calling, spreading rumours, gossip in person or social networking)
- Harassment, including behaviour that degrades, demeans, humiliates or embarrasses someone that a reasonable person ought to know is unwelcome
- All forms of abuse (sexual, physical or psychological), including verbally, in writing or otherwise
- Discrimination against any person or group because of their race, colour, ancestry, nationality or place of origin, ethnic background, religion, age, sex, gender-determined characteristic, sexual orientation, marital and family status, source of income, political belief and physical or disability
- Actions that put another person at risk of harm, including violent physical acts (with or without a weapon) and threatening someone
- The inappropriate use of technology, including the internet and other technology, in keeping with the Town’s policy on the use of technology

**Proactive Strategies:**

We actively strive to create an environment that supports the health, safety and well-being of children by:

- Having realistic and developmentally appropriate expectations for behavior
- Setting up the environment and materials to encourage appropriate behavior and reduce potential for inappropriate behaviour
- Planning a program based on children’s interests and developmental needs
- Establishing consistent yet flexible schedules and routines that help children gain trust, security and self control

**We create positive environments by:**

- Developing positive relationships, including making time to talk and listen
- Establishing clear, consistent, simple limits (as age appropriate)
- Stating limits in a positive way and making periodic numbers

**Consequences for Inappropriate Behaviour:**

We will consistently respond to inappropriate behaviour of children in our programs by:

- Reminding the child of expectations and limits (based on age appropriateness)
- Using a respectful approach to explain why a behavior is inappropriate and what behaviour is expected
- Talking only about the behaviour, not labeling the child
- Responding sympathetically and acknowledging feeling
- Establishing natural, logical consequences.

<p style="text-align: center;"><b><u>Un-kind Behaviour</u></b></p> <ul style="list-style-type: none"> <li>• Teasing</li> <li>• Inappropriate laughing at children</li> <li>• Selfish actions/not sharing/not including others</li> <li>• Inappropriate bathroom etiquette</li> <li>• All other inappropriate action to others</li> </ul>	<p style="text-align: center;"><b><u>Consequences</u></b></p> <ol style="list-style-type: none"> <li>1. Stop behaviour</li> <li>2. Remove from activity (educators will re-direct)</li> <li>3. Give Choices for another activity</li> </ol>
<p style="text-align: center;"><b><u>Scary/Mean Behaviour</u></b></p> <ul style="list-style-type: none"> <li>• Hitting, Pushing, Kicking</li> <li>• Temper Tantrums</li> <li>• Name calling/teasing</li> <li>• Inappropriate touching of others private parts</li> <li>• Spitting at other children/staff</li> <li>• Use of inappropriate language (swear words)</li> </ul>	<p style="text-align: center;"><b><u>Consequences</u></b></p> <ol style="list-style-type: none"> <li>1. Stop behaviour</li> <li>2. Remove from the situation</li> <li>3. Privileges taken away</li> <li>4. Immediately Notify Parents</li> </ol>
<p style="text-align: center;"><b><u>Physically Hurtful and Threatening Behaviour</u></b></p> <ul style="list-style-type: none"> <li>• Uncontrolled anger</li> <li>• Destroying property</li> <li>• Throwing objects that could harm others</li> <li>• Physically hurting others</li> <li>• Running away from the group</li> <li>• Abusive swearing towards others</li> <li>• Behavior that is against the law</li> </ul>	<p style="text-align: center;"><b><u>Consequences</u></b></p> <p><b>CHILD WILL BE SENT HOME</b></p> <ol style="list-style-type: none"> <li>1. Stop behaviour</li> <li>2. Remove from other children until picked up</li> <li>3. Parent will be called to pick up.</li> </ol>

**The Chart Below is a guideline for Staff:**

Depending on the severity and frequency of the behaviour, we will consider further steps such as:

- Using behavioural analysis to learn what may be contributing to a child’s inappropriate behaviour
- Hold an informal or formal meeting with parents/guardians/caregivers to develop an action plan to encourage appropriate behaviour in the future
- Developing a written contract with an older child that outlines specific expectations and consequence
- Accessing outside resources and/or agencies for assistance, such as:
  1. A behaviour specialist or other professionals to help staff understand and reduce a child’s inappropriate behaviour
  2. Child and family services to access parenting supports
  3. The police to assist with threatening behaviour

In extreme cases, we will take such steps as:

- Suspending or withdrawing services because of a child’s inappropriate behaviour
- Contacting the police and/or child and family services (CFS), if the behaviour is illegal such as abuse, assault or threatening another person

**Guiding Principles for Appropriate Behaviour**

**Be Respectful**  
We are respectful of ourselves and other people. We are respectful of the ideas and feelings of others.  
We are respectful of the environment, equipment and materials.

**Be Responsible**  
We are responsible for our actions and words. We treat others as we want to be treated. When we make a mistake, we make amends rather than excuses.

**Be Safe**  
We work and play safely to help keep ourselves and others from getting hurt.

**Be Cooperative**  
We solve our problems by talking and listening to each other respectfully to find a solution. When we cannot solve a problem ourselves, we ask for help.

**Be Supportive of Learning**  
We learn to the best of our abilities and support the learning of others.

\*Note: If a child is sent home due to inappropriate behavior at any time throughout the day, daycare fees will be applicable for the entire day.