



## **Behaviour Procedures**

**Bods expects visitors to:**

- Treat others fairly and politely - don't be unkind, bully, harass or hurt others. Don't be abusive to anyone, physically or verbally.
- Respect peoples living space and property - don't interfere with or steal other peoples belongings; don't go into other peoples rooms.
- Help us to look after Bods - don't damage things or make a mess. Help us by doing your daily duty.
- Think of other people, not just yourself - don't disturb other visitors to Bods and don't keep others awake at night.
- Be sensible, responsible and safe - don't leave the Centre; don't run in the Centre; don't use alcohol, drugs or cigarettes; don't engage in sexual activity; hand in your mobile phones.
- Be organised and cooperative - don't be late for meals or meetings; keep your room and belongings tidy; join in with everything.

### **Rewarding good behaviour.**

We want you to have a fantastic time during your stay with us. Bods is a very special place and we will be working hard to ensure that your time with us is a special time in your life. Bods is different from home and different from school. It gives you a chance to try new and exciting activities and have lots of fun. It also gives you the chance to become more independent, more self-confident and more understanding of others. The more effort you make, the more you will get out of the experience. Work with us, not against us and help us to make your visit a special one.

### **Dealing with bad behaviour.**

If you behave badly or do something wrong we will talk to you about it and may have to take further action if it is a serious problem.

For example, you may be asked to sit out of the activity for a while until we think your behaviour is better.

If your misbehaviour carries on, you will be expected to have time with your instructor and staff to discuss the problem.

If your poor behaviour continues you may be taken off activity, moved to a different group, or school and parents may be contacted.

If there is no improvement and you are not responding to our efforts to improve your behaviour, you will be sent home.

## **Bods Expectations of Visiting Staff**

### **Before Bods**

- Know your group and their medical, social & dietary problems
- Bods has a strict mobile phone policy, as there are real child protection problems with camera phones and internet access. Primary children must not bring them, Secondary children must leave them in the care of visiting staff and have access to them for a short time each day within a specified area. There is a landline available on-site.

### **Behaviour**

- Use Bods as a different and positive opportunity to create positive relationships and uphold your usual behaviour policy
- Be a model of positive behaviour
- Assist centre staff during activities
- Use praise and positive reinforcement to reach your group members
- Encourage tidiness

### **Bods kit**

Equipment borrowed is the responsibility of the staff.

### **Child protection**

- Don't be alone in rooms with single children
- Don't go in opposite sex dorms without another staff member
- Shower and change away from children
- Avoid compromising photos and don't give your mobile number out.
- Physical contact with children should be avoided but if necessary, explained and in view of other adults

### **Routines**

- Supervise children on and off site: it is your responsibility to monitor them in the buildings, on the field, during evening activities and group duties particularly when Bods staff leave at the arranged time
- Count your group numbers and help during meals
- Supervise going to sleep and waking.
- Evacuate your adjacent area during a Fire Alarm and count numbers.
- Safes are for children's valuables, phones and medicines
- A member of visiting staff should remain capable of dealing with emergencies and driving pupils to hospital