

SETNS After School Clubs Code of Conduct

In keeping with the schools Code of behaviour which the committee has adopted, it is expected that all children participating in afterschool clubs do so in a spirit of co-operation and friendship with club leaders and other children. Children are expected to behave in a way that is considerate towards other club members and club leaders. Club leaders may remind children of this if necessary during club sessions. If behaviour difficulties persist then club leaders are asked to follow the guidelines below and bring this to the attention of the After Schools Clubs Committee. The following is an extract from the school's code of behaviour policy with which all children would be familiar;

School Rules

The Golden Rules apply throughout the school and will be taught in all classes. They form the basis of our Code of Behaviour and are as follows:

- Do be gentle – do not hurt anybody
- Do listen – do not interrupt
- Do be kind and helpful – do not hurt people's feelings
- Do take care of property – do not break or damage things
- Do be honest – do not cover up the truth
- Do work hard – do not waste your s or others people's time

The following steps are guidelines if a leader is having difficulties with a child for any of the above reasons;

1. The leader should try resolve issues themselves with the child in the club before any escalation is required.
2. If the situation remains unresolved the leader should raise concerns directly with the parent/guardian of the child. If a leader does need talk to a parent, the Clubs Committee ask to be informed and updated by email.
3. If problematic behaviour persists, even after speaking with the parent/guardian the leader should ask a member of the Club's Committee to intervene.
4. An impartial Club Committee member will consult with the leader, parent and child and then suggest a resolution which may include:- A committee member attending the club to observe the situation. The chid being allowed to continue attending the club but only under parental supervision. The child may be offered a place in an alternative club.
5. If behavioural problem continues and the situation remains unresolved it may be necessary to exclude the child from participating in SETNS clubs. This measure will only be used as a last resort and would be carried out in consultation with the Home School Liaison Officer.

Complaints Procedure

If a parent/guardian has a complaint about a club leader they should initially address the issue directly with the club leader, however if the situation is not resolve to their satisfaction they should contact a member of the Clubs Committee (email address) who will intervene in a confidential , impartial and timely manner. These guidelines were drafted by the Afterschool Clubs Committee, the Principal & the Home School Liaison Officer.