

## **Appendix 1 - Management and welfare statement for preschool**

At the beginning of the year the preschool teacher and children are involved in making basic rules for preschool which will help to keep everyone safe and happy. These rules will be stated in positive terms and cover the areas of safety, respect, care of property, responsibility and positive efforts in learning.

These rules will be displayed in the classroom, communicated to parents and carers and revised using discussion, slide shows and role play of situations using two familiar preschool puppets.

At the parent information evening the teacher will give an outline of this process and the rights and responsibilities of children within this framework.

A classroom behaviour management flowchart will be explained and displayed.

Flow chart

1. Inappropriate behaviour
2. Reminder of appropriate behaviour
3. Inappropriate behaviour
4. Reminder of appropriate behaviour and if possible move child from problem
5. Inappropriate behaviour
6. Move to thinking chair
7. Follow up with brief chat with child about what they did wrong and what they are going to do next time
8. Return to activity
9. Inappropriate behaviour
10. Straight to thinking chair and meet with parent after school to discuss situation, what was done. It also may be useful to have a 3 way discussion with child, parent and teacher. If the parent is unavailable, telephone as soon as possible

If the inappropriate behaviour is of a more serious nature involving physical violence or defiance, it will be necessary to proceed to step 6 straight away.

If a student is not settled in the thinking chair or continues to engage in inappropriate behaviour, the preschool staff will call for School Executive support. Where possible, the Executive support will be provided in the preschool, but in circumstances where the student is particularly agitated and distressing other students, the student may be taken to the Primary School. In these circumstances, the parents will be contacted by the School Executive and the student returned to the preschool as soon as is practicable.