



# Behaviour Management Policy

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Autism Bedfordshire as a charitable organisation is under obligation to ensure the health, safety and welfare of all individuals in its care at all times.

### General Aim and Practice

- Autism Bedfordshire will endeavour to provide good quality care at all times.
- Autism Bedfordshire aim to promote appropriate interactions and behaviours through the use of praise and reward. Clients will be dissuaded from anti-social behaviours through distraction and discussion.
- Autism Bedfordshire encourages acceptable behaviour through positive reinforcement and by being positive role models.
- All activities provided by Autism Bedfordshire will follow the Behaviour Procedure Guidelines and Intervention Guidelines as laid out below.
- All staff will be aware of these procedures and adhere to them at all times.
- The aim is to avoid challenging situations by providing appropriate activities for individuals on the autistic spectrum and presenting them in a meaningful way.
- Information will be obtained from parents/guardians and the individuals themselves about how best to support them.

### Preventative Measures

Autism Bedfordshire aims to provide individuals with safe, supportive environments where they can develop their potential. To ensure this happens, Autism Bedfordshire liaise with parents and schools when planning activities and consider staffing and environmental management plans prior to children coming on site. In addition, staff and volunteers are given guidance and training on the Behaviour Management Strategies and we expect staff and volunteers to use these strategies at all times.

Staff will receive training on the appropriate course of action in dealing with behavioural issues. This is the responsibility of the Senior Team Leader(s) and Development Officer and includes both proactive strategies (e.g. adapting environment, transport policies) and reactive strategies (e.g. distraction, time away, holding hands etc.).

### Environmental Restraint

It is the responsibility of all Autism Bedfordshire staff to provide a safe and appropriate environment for the individuals in their care.

This includes:

- Keeping doors and gateways closed when not in use.
- Keeping external doors and gates locked when not in use.
- Having additional staff to help guide children to and from transport.
- Using safe and enjoyable activities to distract children.

### Response to Challenging Behaviour

#### Physical Restraint

- It would be negligent to allow a child to place themselves or others at risk of harm.
- Physical restraint needs to be avoided wherever possible and only used as a last resort. Other methods of managing crises must be attempted first.

Refer to the [Manual Handling, Toileting & Changing Policy](#) for further information.

### Response Procedure

In the event whereby an individual is highly likely to cause significant injury to themselves or others then the Senior Team Leader and Team Leader(s) should, as far as is practical, carry out the following:

- Isolate the situation by instructing staff and volunteers to guide children, young people and adults away from the immediate area.
- Offer the child an alternative activity, place to play or person supporting them. Autism Bedfordshire recognise that challenging behaviour is rarely personal but that sometimes a change in staffing can help the child to re-settle quickly.
- Limit the potential for physical injury by removing moveable objects from the immediate area.
- Control the environment by limiting additional stimulus that may exacerbate the situation.
- Implement approved Autism Bedfordshire's Behaviour Management Strategies.
- Report all incidents to the Development Officer.

If the situation is unable to be resolved by the Senior Team Leader, Team Leader(s) in line with Autism Bedfordshire's Policies and Procedures it will be necessary to request the presence of the individual's emergency contacts either to resolve the situation or to remove the individual

from site. If the individual's emergency contacts are not able to attend then it may be necessary to follow the left child policy to ensure the health, safety and welfare of all involved.

The following should be carried out immediately following any serious incident:

### Reporting

- A detailed account of the incident and the events preceding it must be recorded in the Accident/Incident book.
- This must include witness statements, details of the surrounding environment, physical injuries, and any factors that may have contributed to the incident taking place.
- The Chair of Autism Bedfordshire will be informed of any recorded incidents, and subsequent actions taken by Autism Bedfordshire.

### Debrief

- The incident will be discussed in the whole team debrief at the end of the session.
- Autism Bedfordshire will arrange a meeting between all staff and volunteers involved to discuss the incident, to determine what steps are necessary, and to provide support where required.
- Autism Bedfordshire is committed to working with parents to ensure the best outcomes for children in their care. Parents will be informed of any behaviour management incidents and the Development Officer and/or Team Leader(s) will explore with the parent the reason for the behaviour and how the behaviour will be managed in the future. This will assist the parent and the Autism Bedfordshire team to maintain a consistent approach to managing the behaviour.

### Further Actions

On occasion, Autism Bedfordshire may be unable to provide adequate and appropriate support for the child, which could lead to that child or others being harmed in any way. In these cases Autism Bedfordshire would endeavour to find alternative methods of support for this child outside this group.

Where behaviour is deemed persistently challenging in such a way that it is affecting the enjoyment of others attending the scheme, causing other members to leave, or the staff and volunteers are not experienced in dealing with the behaviour presented, the following steps should be taken:

- Representatives of Autism Bedfordshire will meet to discuss the issue and see if steps could be taken to improve the situation and provide more support.
- The parent will be informed and invited to a meeting to address the problem.
- New strategies will be agreed and put into place.
- If the behaviour continues in such a way that it jeopardises the safe and effective running of the scheme, Autism Bedfordshire may feel unable to continue to provide

support on the scheme. In these instances we will discuss with the family and referrer about alternative support available.

Autism Bedfordshire believe that children, young people and adults flourish best in an ordered environment in which everyone knows what is expected of them and children are free to develop their play and learning without fear of being hurt or hindered by anyone else. We aim to encourage individuals to develop self-discipline and self-esteem in an atmosphere of mutual respect and encouragement.