■ Forest Kindergarten: Staff Behaviour Policy

Policy Scope: This policy applies to all employees, volunteers, and students. It outlines the minimum legal requirements and professional expectations for working with children aged 2–5 in our outdoor environment, in strict compliance with the EYFS statutory framework.

1. Mandatory Staff Actions (EYFS Compliance)

- **Continuous Supervision:** Staff must maintain statutory adult-to-child ratios and keep all children within clear sight and hearing at all times.
- **Co-Regulation:** Staff must manage behaviour calmly at eye level, use positive phrasing (telling children what *to* do), and actively check for physical triggers (cold, wet, hungry, tired) before responding to challenging behaviour.
- **Outdoor Hazard Control:** Staff must actively enforce a **2-metre safety boundary** around fires or tools. Active fires and sharp tools must never be left unattended.
- **Mobile Phone Restrictions:** Personal mobile phones, smartwatches, and cameras must remain completely switched off and stored in the staff emergency kit bag while children are present.
- **Intimate Care Privacy:** When changing wet clothes or supporting toileting, staff must maintain the child's privacy from the public, but must **always** ensure a colleague is aware of their location.
- **Duty to Report:** Staff have a legal duty to immediately report any safeguarding concerns, or allegations against a colleague, to the **Designated Safeguarding Lead (DSL), Caroline Crozier**.

2. Legally Prohibited Behaviour (Absolute Restrictions)

- **No Corporal Punishment:** Staff must never use, or threaten to use, any form of physical punishment, shaking, or force on a child. Doing so is a criminal offence and results in immediate dismissal.
- **No Emotional Harm:** Shouting, shaming, mocking, or any punitive measures that could negatively affect a child's emotional well-being are strictly prohibited.
- **No Isolation:** "Time-out" chairs or isolating a distressed child alone in the forest is forbidden. Distressed children must be supported *with* an adult in a quiet, cozy space.
- **No Unauthorized Restraint:** Staff must never use physical force to hold or restrain a child, **unless** it is a last resort to prevent immediate personal injury or danger.

3. Physical Intervention & Recording Protocol

If a staff member must physically intervene as a last resort to keep a child safe from immediate danger (e.g., running toward a fire or hazard), they must:

1. Log the incident in writing in the setting's Incident Log on the **same day**.
2. Ensure the parents/guardians are informed on the **same day**.

Policy Owner: *Forest Kindergarten Management*
Designated Safeguarding Lead (DSL): *Caroline Crozier*
All staff are required to read, understand, and embed this policy into their daily practice.