



**A friendship club for children and adults with special needs.**

## **Code of Behaviour**

### **Aim of Code**

- To support a happy and productive environment for the participating members to support their social development to become the best people that they can be.

### **Establishment of Rules in each section**

- Each section will, in consultation with the participating members as appropriate to their ability and age, draw up clear rules that everyone is expected to adhere to.
- There should be no more than four rules such as
  - Everyone must follow the instructions of the leaders.
  - Everyone must speak respectfully to each other (...kind words)
  - Everyone has to act kindly to each other (... Kind hands)
  - Everyone should help tidy up when they can.

### **Supports for participating members experiencing difficulties**

- Rules should be discussed and clarified with the participating members at the beginning of each year and reviewed as necessary during the year
- Members should receive recognition for supporting the code, whether it be positive oral feedback or some more formal acknowledgement.
- A quiet word with parents will also take place to assist the member.

### **Procedure for dealing with behaviour difficulties**

- If the above procedure is not sufficient a parent will be invited to stay with the member and help him/her through the difficult period.
- If deemed necessary the member may be sent home early after a serious incident and allowed to return the next week to discuss what happened and to have a plan for such an event not to recur.
- Further, the member, if deemed appropriate by the section leaders, can be suspended for one week and then return to discuss a plan for improvement in behaviour and to re-join the group.
- If these procedures are invoked they should be recorded in the club's incident book.

### **Responsibility of committee**

- The leaders can refer the matter to the committee by contacting the chairperson and the chairperson will discuss it with the officers who will then decide on how to proceed. Consultation with parents/guardians shall be the corner stone of any intervention.
- Termination of membership ultimately, if deemed necessary shall be the responsibility of the committee.
- If an issue of behaviour goes before the committee the parents/guardians of the member shall be entitled to address the committee directly.