

Behaviour Management Procedure (SP-2)

Policy Area	Service Delivery
Procedure Number	SP-2
Version	001
Approval Date	3 August 2018
Review Date:	December 2020
Scope:	All employees or Board or relevant employee group

Purpose

Inclusive Sport SA (ISSA) is committed to protecting the right of individuals to be treated with dignity and respect.

ISSA has a commitment to provide support for people who may also have challenging behaviours and recognises all people are able to learn and develop skills to become confident and competent members of community.

ISSA has an expectation that all workers will implement positive and appropriate behavioural intervention strategies.

Participants have the same rights as all other members of the community and it is ISSA aim to ensure that these rights are protected.

Definitions

A worker is anyone who performs paid or unpaid work for ISSA.

Participant Rights

All participants have the right -

- to be free from physical, verbal, emotional abuse
- to be free from unwanted touch
- to be free from invasion of privacy
- to feel safe and secure
- to have adequate support
- to have his/her individuality recognised
- for confidentiality to be respected
- to dispute strategies through the Complaints Policy (S-2)

Worker Rights

Workers also have rights to enable them to be able to effectively and safely support participants in the development and implementation of behavioural intervention strategies and programs.

Workers have the right to -

- adequate training
- adequate support
- be informed about individual behaviour intervention plans
- be informed about any behaviours they may confront

- be informed about emergency procedures
- be protected wherever possible from harm or injury
- withdraw from a dangerous situation if this does not place others at risk; and
- adequate professional, support

With a holistic approach to assisting people with integration difficulties and challenging behaviours, effective supports can be provided and the person may develop skills to respond appropriately to challenging situations and can learn to cope and respond to life in more appropriate ways without having to resort to challenging behaviours.

Procedure

ISSA endeavours to assist people with challenging behaviours to -

- develop and maintain positive relationships
- initiate informed choice-making
- develop opportunities for experiences and incidental learning
- enjoy the environment in which they live
- have their rights respected
- learn more acceptable ways of responding or more effective ways to communicate needs
- tolerate or cope with naturally occurring aversive events
- minimise the occurrence of challenging behaviours using focused support strategies, e.g. well-planned reinforcement schedules

When required and appropriate ISSA will provide

- A list of behaviours that the person has displayed.
- Guidelines for staff regarding how best to support the person and avoid the recurrence of the behaviour.
- An emergency reaction plan for targeted or physically dangerous behaviours to be implemented at the time of the behaviour.

Workers will be expected to record each behavioural incident and report each incident where there is a threat of property damage, physical injury, or harm to any individuals in the environment at the time of the incident.

In the event of an emergency situation where there is a risk of harm or physical injury to the individual or others, or there is a risk of property damage, staff will ensure the safety of all individuals in the emergency or at risk situation as follows:

- where it is safe, staff will protect the individual from self-injurious behaviours;
- staff will protect themselves from injury or harm.

It is the responsibility of all staff to familiarise themselves with each client's individual behaviour intervention plan and emergency reaction plan.

Emergency Procedure

- Remain calm, do not over-react
- Be aware of the environment
 - The location of self and others

- The location of exits and escape routes
- Provide the person with as much personal space as possible
- Do not move quickly towards the person
- Do not raise your voice as this may be viewed as aggressive or threatening to the person

Following an incident you may wish to -

- Speak to your supervisor
- Discuss the situation
- Be relieved from duty; or
- Have your supervisor attend the situation

All incidents must be reported within 8 working hours (where practical) to the Supervisor who in turn will advise the Chief Executive Officer and if necessary the Board.

A debriefing meeting may be required to ensure that all appropriate action was taken to ensure the situation was handled correctly.

Related Documents and Further Information

- S-1 Member Protection Policy
- WP-3 Incident Reporting Procedure

_____	Chief Executive	_____
Signed	Position	Date