

Group Management: How To Be Successful

Be Prepared - Plan ahead, have supplies, schedule the time including transitions, expect behaviors

Be Informative - Prepare Staff, Parents and kids of what to expect and do.

Be Consistent - Follow through - mean what you say. Inconsistency confuses the child. It teaches him that sometimes he can misbehave without consequences.

Expectations:

- * Plan appropriate activities and a schedule of the day to meet the needs of the age group.
- * Know each Child : Relationships build mutual respect, understanding and community.
- * Expect developmentally appropriate behavior - not perfection.

Application:

- Group Meetings/Rally : Signal, Routine, Expected Behavior
- Positive Directions : Hand signals, music cues, redirection, acknowledge accomplishments
- Activities : Boundaries, Direction
- Clubs : Organization, Selection
- Transitions : Minimize the # and time, guide, hold attention and make it fun with word games, mental math games, guessing games, jokes, songs and chants
- Walking : Specific directives of expectations for sidewalks, no sidewalks. street crossing, staying with the group
- Field Trips : Related activities before the trip to prep, Expected respectful behavior on trip and in transit, Follow up activity/Thank you
- Guests : Inform and prep children/parents to build interest, respect, possible questions

Difficult Situations:

- **Bully Preventions Strategies:** Make a safe place for all. Get support from parents (checklist), other staff, Admin

- **Challenging Behaviors : Determine the Reason/Follow up solution** - Boredom, unmet physical needs (tired, hungry, sick), Inappropriate environment/room arrangement, unclear rules, Inappropriate expectations for the developmental stage, unmet emotional needs, a situation, family dynamics (reflection of treatment at home), temperamental trait (activity level, adaptability, mood, distractibility)

Get to know the child - Develop a relationship, know what works what doesn't

Anticipate, Be Proactive - Redirect, Set kids up for success

Be Firm and Kind - Firm doesn't mean harsh or rigid, nor yelling, threatening or being unkind. It is meaning what you say, using a calm tone to let children know you are serious about what you want them to do. It is very effective if used consistently and builds respect.

Apply Consequences - Consistently, clarify rules with application (May give a reminder of the rule, We respect each other. This means we don't push each other.) Then apply the consequence.

Take a Break - To calm down for re-entry. This is not a punishment. If the child disagrees that a break is needed - acknowledge the child's feelings (anger, etc.) and how much better he/she will feel after taking a break. Avoid getting into a conversation, giving in to pleas, arguing, or trying to convince the child. Simply repeat that he needs a break. When calm, invite him back to the group.

Teach/reinforce problem solving skills - Ask leading questions to walk them through to finding a solution/compromise, "What do you need to do to solve this problem?"

Use Resources Available - Parents, SY staff that worked with the child, other staff with observed success, tag team with other staff on the team, Admin.