

Bright Beginnings
285 Seminary Street
Roanoke IN 46783

Disciplinary Policy Agreement

Our policy in the discipline area is to teach children to respect themselves, people around them, and people's property. Positive reinforcement and encouragement help direct the children in the right direction. We find that if we center our attention on each child's strength instead of their weaknesses, they become more secure in themselves and their behavior becomes acceptable.

Toddlers through School-age:

These children are more aware of what they are doing and often a verbal explanation is enough to dissuade them from inappropriate behavior. When a child does not respond, other measures include:

1. Natural consequences (when no threat of danger is posed) this is when something happens as a result of improper action (example: toy is not put where it belongs; child cannot find the toy when he wants to play with it again. Another example: clean up must be complete before snack or activity; this may delay our usual snack or activity time).
2. Time-out: A child or object may be placed away from the others or the situation for five minutes with the understanding what is expected of them when they return to play. (example: an object may be placed in time out if all the children are wanting it at the same time and not willing to share or take turns.)
3. Limitations of privileges: Generally, this method is used when there have been continuous problems throughout the day (example: The child may be excluded from an activity such as painting.) Meals and snacks will never be removed as a form of punishment.
4. Discussions of situation with parents: sometimes behaviors are best corrected when parents and the child care provider are working together to improve the child's actions. I will work with you on specific methods for your child's improvement.
5. Corporal punishment will not be used.
6. Excessive disciplinary problems or difficulty getting along with others may result in dismissal of your child's care.

I have read the above Disciplinary Policy and agree that it is appropriate for my child.

Parent/Guardian Signature

Date

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1. Respect on another. Always keep your hands and feet to yourself (No biting, hitting, pinching, kicking, etc.)
2. Please use kind words to one another and don't forget the magic words.... "Please, Thank-you, Excuse-me, and Your welcome."
3. When finished with one toy or activity, please put away neatly.
4. We will take proper care of the child care toys and property.
5. Obey your child care provider or substitute provider when asked to do so. Thank you!
6. When using the child care restroom, always remember to please close the lid, flush, wash hands, and throw away used paper towels. Cleanliness is important to you and everyone around you.
7. If another child ever harms you, always tell your child care provider, and she will help solve the problem. Never harm another child back even if he/she hurts you first.
8. Child care children will only be allowed to bring Show and Tell items. Toys will not be brought into the child care.
9. We will use our "inside voices" in the child care. "Outside voices" may only be used outside.
10. We will use our "walking feet" inside the child care. We will use our "running feet" outside the child care. Thank you!

Playground Rules

1. Always stay within the playground area. Never leave the child care yard.
2. Please take turns with the "outside toys" and swing set.
3. Please do not play in the dirt, pick up rocks, or sticks. The child care has enough toys and play items to entertain each child.
4. Always go down the slide. Never climb up the slide.
5. Don't walk in front or behind anyone swinging.

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I agree to the following Bright Beginnings Child Care Ministry:

1. I will use Bright Beginnings Child Care sign-in, sign-out procedures each day and be certain the classroom teacher is aware of my child's arrival and departure.
2. I will inform Bright Beginnings Child Care in writing, of any changes in work schedules, place of employment, address, phone numbers and authorized pick-up persons.
3. I will notify the office of my child's absence specifying a reason (ex: day off). I will notify Bright Beginnings Child Care if my child contracts any contagious conditions so other parents can be notified.
4. If my child becomes ill, I realize my child will be isolated. I will be notified of signs and symptoms and requested to promptly arrange alternative care. In the event of an accident, Bright Beginnings Child Care staff will administer first aid and contact parent or other authorized adult to take responsibility for medical treatment.
5. Breakfast is available upon request to children who arrive by 8:00am. Midmorning snack, lunch, afternoon snacks are provided. I will complete a school food and nutrition form.
6. I understand administering medication and serving dietary substitutions to my child can be done only by prescription or written doctor's orders.
7. I understand no food brought by a parent may be served at Bright Beginnings Child Care unless it is commercially prepared and in original unopened package.
8. My child may go on field trips and be transported by Bright Beginnings Child Care staff or other parents.
9. I am welcome to visit at any time and am expected to participate in parent-teacher conferences and program evaluations.
10. I understand my child will regularly participate in outdoor play. I will bring my child Bright Beginnings Child Care dressed to participate fully in indoor and outdoor activities.
11. I understand Bright Beginnings Child Care is not responsible for personal items brought from home and that these items should be labeled.
12. My child may/may not be photographed, or videotaped in conjunction with Bright Beginnings Child Care activities for use in educational, school, or general publicity activities.
13. Bright Beginnings Child Care may/may not distribute my address and phone number on a class list to other parents.
14. I understand Bright Beginnings Child Care will discontinue my child's enrollment and help seek other placement if the program fails to meet my child's needs.

Signature of Parent/Guardian

Date

