



## Behavior Modification Plan

At Little Hearts Childcare, we strive to educate your children and provide them with a safe environment to grow and learn. To ensure the safety of your child and other children enrolled we have implemented a behavior plan that we feel is fair and reasonable. We ask that every parent/legal guardian and child sign an agreement to work as a team with our teachers to ensure minimum behavior challenges.

**Written Warning:** A written report will be issued that specifically states the incident that occurred. At this time, the parent/legal guardian will have an opportunity to discuss the incident with the administrator.

**Level 1:** If your child receives 3 incident reports within one (1) month, they will be placed on level **one** plan of action. This consists of a one-day suspension. On the day of your child's 3<sup>rd</sup> incident report, they WILL NOT be permitted to attend camp on the following day. You must find alternate care for that day and will still be required to pay your full tuition rate for that week.

**Level 2:** If your child receives 3 incident reports within one (1) month, after they have already been suspended once, they will be placed on level **two**. This consists of a two day suspension. On the day of your child's 2<sup>nd</sup> observation report, they WILL NOT be permitted to attend camp for the next two days. You must find alternate care for the two day suspension; however your tuition rate for that week is still required in full payment.

**Level 3:** If your child receives 3 incident reports within one (1) month, after they have already been suspended twice, they will be placed on level **three**. This consists of a three day suspension. On the day of your child's observation report, they WILL NOT be permitted to attend camp for the next three days. You must find alternate care for the three day suspension; however your tuition rate for that week is still required in full payment.

\* After your child has been placed on level 3, they will be expelled from Camp LHC immediately on the date of their next occurrence. If your child is expelled from our camp, your tuition for that week will not be reimbursed. Once your child is placed on level 3 and you decide to find alternate care, for you own interest and/or the camp recommendation, you will be required to put in a 2 week notice as stated in our parent handbook.

I want to ensure to all parents that our Level 3 program is extremely well monitored by the Camp Director. As you will notice, on the attached incident report, there is a designated spot for the administrator's signatures. If you receive a report without a director or an administrator signature the report is voided. This voided report will not be counted against your child within the level 3 program. All reports must be reviewed by management to ensure the validity of the report and to ensure a non-bias account of the occurrence.

We want to make it clear that management will support both our counselors and the families representing the child. We will make sure that your child's counselor is reporting only valid complaints.

Thank you for your support. We look forward to working together to ensure a safe environment for all families. As a team, we can achieve anything!

**Please Sign and Date Below:**

\_\_\_\_\_  
Child's Name (Please print)

\_\_\_\_\_  
Parent's Name (Please print)

Date: \_\_\_\_\_

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Child's Signature (5 + Years)