

Discipline and Expulsion Policy

(Regarding Aggressive & Disruptive Behavior)

In an effort to provide a safe and secure environment for all children, our facility uses specific procedures to deal with repeated patterns of aggressive behavior. **Aggressive behavior** is defined as, but not limited to, the following: biting, scratching, kicking, hitting, and gouging. Of course, every child commits one or more of these actions through the course of their development, and the intention of this policy is not to punish each and every isolated action (with the exception of biting, which because of its potentially serious effects, always requires notification of the parents.) however, learning anger management and better ways of coping with conflict are vital parts of a child's education. When a child is **repeatedly** taking his frustrations and anger out on his fellow peers, it is time for teachers and parents to intervene.

All children within the preschool have the right to be in an environment that is conducive to learning.

Disruptive behavior is defined as, but not limited to, a child who disrupts the learning environment of the classroom through misbehavior, lack of cooperation, disrespectfulness or in need of constant redirection.

Disruptive behavior will be disciplined through the positive techniques. When a child **repeatedly** disrupts the learning environment, the same course of action will be followed as that described for aggressive behavior.

THE FOLLOWING COURSE OF ACTION WILL BE FOLLOWED IN THE EVENT OF A CHILD WITH AN ONGOING BEHAVIOUR (AGGRESSIVE OR DISRUPTIVE) PROBLEM:

- **First Incident:** An incident report will be filled out and the parent will be notified and asked to sign.
- **Second Incident:** The parent will be asked to come in for a conference with the teacher and Director. An incident report will be filled out and the parent will be asked to sign it.
- **Third Incident:** An incident report will be filled out; the parent will be asked to sign, and the child may be asked to take up to a week off from school. If another incident occurs within two weeks of the child's return to our facility, the child may again be asked to take up to a week off from our facility. The preschool reserved the right to dismiss a child at any time if the behavior continues.

EXPULSION, SUSPENSION, AND DISMISSAL POLICY: Our facility reserves the right to cancel the enrollment of a child for the following reasons including, but not limited to:

- Non-payment or excessive late payment of tuition.
- Failure to adhere to policies and procedures as outlined in the Parent Handbook and Enrollment Agreement.
- The child has needs which we cannot meet with our current staff resources.
- The child's behavior threatens the health and safety of him/herself, the other children or staff.
- The parent/guardian exhibits behavior, which is detrimental to the health and well-being of the children and staff in a classroom or negatively interferes with the normal functioning of the classroom or our facility. This includes vulgarity, intimidation, harassment, or violation of childcare licensing regulations.

Unfortunately, there are sometimes reasons we must expel a child from our program either on a short term or permanent basis. We want you to know that we will do everything possible to work with the family of the child(ren) to prevent this policy from being enforced. The following are reasons we may have to terminate or suspend a child from our facility:

Immediate cause for Expulsion:

- The child is at risk of causing serious injury to other children or himself/herself.
- Parent threatens physical or intimidating actions toward staff members.

Parental Actions for Childs Expulsion:

- Failure to pay/habitual lateness in payments.
- Failure to complete required forms including the child's updated physical or immunization records.
- Habitual tardiness with picking up your child.
- Physical or verbal abuse to staff.

Childs Action for Expulsion:

- Failure of a child to adjust after a reasonable amount of time.
- Uncontrollable tantrums/angry outburst.
- Ongoing physical or verbal abuse to staff or other children.
- Excessive biting.

Proactive Actions that will be taken to prevent Expulsion:

- Staff will try to redirect child from negative behavior.
- Staff will reassess the classroom environment, activities, and supervision.
- Staff will use positive methods and language when disciplining children.
- Staff will praise appropriate behaviors.
- Child will be given verbal warnings.
- A brief time-out will be given so child can regain control.
- Childs disruptive behavior will be documented and maintain in confidentiality.
- Parent/Guardian will be notified verbally.
- Parent/Guardian will be given written copies of the disruptive behaviors that might lead to expulsion.
- The Director, classroom staff, and parent/guardian will have a conference(s) to discuss how to promote positive behaviors.
- Failure of the child/parent to satisfy the terms of the changing /resolving "action" will result in a permanent expulsion.

Parent / Guardian signature

Date