



## **DISCIPLINE POLICY**

Discipline at our Center will be carried out in a constructive manner. We believe that children learn positive behavior best through example, verbal explanation and guidance. Children will not be subjected to discipline which is severe, humiliating, frightening, or associated with food, rest or toileting. All childcare personnel are prohibited from spanking or any other form of physical punishment. Classrooms are structured in order to promote positive behaviors and to create an atmosphere that is orderly and conducive to learning. The guidelines are as follows:

### **Toddlers (12 - 24 months)**

At the toddler age, we use discipline as a positive form of guidance. We discipline by redirecting the child to a different activity, positively reinforcing behaviors we want, and firm counseling when necessary. Removal from the group or situation is used as a last resort to prevent injuries and protect all children. A phone call to parents will be necessary in order to report incidents such as biting.

### **Two (2) and Three (3) Year Olds**

Positive reinforcement and structure are used to create the behaviors we want to see. We use clear, simple language to explain the consequences and give them age-appropriate choices. Children are purposefully taught how to solve conflicts using words. A loss of privileges will be used to redirect behavior. Removal from the group or situation is used as a last resort to prevent injuries and protect all children. A phone call to parents will be necessary in order to report incidents that are violent. If a behavior is too disruptive or involves violence a parent may have to come and pick their child up and have a conference.

### **Pre-K (4-5 Year Olds)**

Positive Reinforcement and classroom structure are used to create the behaviors we want to see. Classroom expectations are clearly taught. Age-appropriate choices are given to help prevent problems. Having the child explain the consequences of his/her behavior and taking responsibility for their action is helpful in guiding children to make appropriate choices. Children are encouraged to use their skills to solve their own problems by using their words and actions. This is a life skill that is important to reinforce. Provide interesting age-appropriate activities alleviates many problems. A loss of privileges will be used to redirect behavior. If these do not produce desired results, removal from the situation may be required. "Prayer Time and a trip to the Director's office are used as a last resort with the age-appropriate duration of time. A phone call to parents will be necessary in order to report incidents that are violent. If a behavior is too disruptive or involves violence a parent may have to come and pick their child up and have a conference.

I understand the discipline policy for my child at SPC Preschool. I understand that if my child's behavior is disruptive to the learning process and safety of other children, they will no longer be allowed to attend SPC Preschool.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

"Train a child in the way he should go, and when he is old he will not depart from it."  
Proverbs 22:6

Accreditations: PCLB #C870014 \*  #4562

## **Expulsion Policy**

Unfortunately, there are sometimes reasons we have to 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) in order to prevent this policy from being enforced. The following are reasons we may have to expel or suspend a child from this preschool:

### **Immediate Causes for Expulsion**

The child is at risk of causing serious injury to other children or him/herself.  
Parent threatens physical or intimidating actions towards staff members.  
Parents exhibits verbal abuse to staff in front of enrolled children.

### **Parental Actions for Child's Expulsion**

Failure to pay/habitual lateness in payments.  
Failure to complete required forms including the child's immunization records.  
Habitual tardiness when picking up your child. Verbal abuse to staff.  
Failure to obtain recommended early intervention services.

### **Child's Actions for Expulsion**

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

Prior to expulsion, a parent will be called and correspondence will be sent home indicating what the problem is, and every effort will be made by both the preschool and the parents to correct the problem. If, after one or two weeks, depending on the risk to other children's welfare or safety, behavior does not improve, and the preschool finds that they can no longer accommodate the child, the parent will be asked to remove him/her. The parent will be given a minimum of one week's notice to find another preschool to provide care for this child.

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Parents Signature

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Date

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Child's Name