

## GUIDANCE AND BEHAVIOR POLICY

We believe school should be a safe place for all students and teachers where they feel loved and cared for. Preschool gives them the opportunity to grow in areas of self-control, cooperation, and sharing through small group play, sensory activities, circle time, and free play. Our teachers love spending the day with all the students in their class, however, we are unable to sacrifice the safety and well-being of the whole class for one child who hurts others or requires one-on-one attention.

### General Discipline

We are a structured preschool that provides students with boundaries and limits. Discipline is approached in a positive, loving, and patient manner. If a child is having a difficult day, we will take steps to correct the behavior and the child will always be welcomed back in a positive and loving manner:

1. The teacher will use positive reinforcement to encourage and discuss with the child their behavior and ask that it not be repeated.
2. If this does not work, the child will be redirected to another activity or to play with different friends.
3. If the child is still having trouble, repeats the behavior, or is disruptive in a group activity, they will spend a few minutes away from the group. Parent will be notified at pickup.
4. If behavior continues, the child may spend time with the director. Once they have spent no more than 4 minutes with the Director, they will be lovingly welcomed back to class to continue their day.
5. Repeated instances will require a meeting with the Director, teacher, and parents to discuss a plan and timeline for improvement.
6. If a child has no behavioral improvement by timeline, they may be withdrawn.

### Steps for Behavioral Issues

Behavioral issues in students include but are not limited to throwing tantrums, hitting, kicking, yelling "NO" at the teacher, throwing toys/shoes around the room or at another person, screaming/running/hiding, tantrums, or any other behavior that can injure themselves, another child, staff, or school property. The following are the steps we take with our students:

1. The teacher will use positive reinforcement to encourage and discuss with the child their behavior and ask that it not be repeated.
2. If this does not work, the child will be redirected to another activity or to play with different friends.
3. If the child is still having trouble, repeats the behavior, or is disruptive in a group activity, they will spend a few minutes away from the group.
4. If behavior continues or becomes hurtful, the child will spend time with the director. The teacher will write out a Behavior Incident Report to discuss with parents and for their signature.
5. If we find a child has undiagnosed behavioral issues that disrupt the class and require continual one-on-one focused attention by the teachers due to their behavior or to ensure that no one is harmed will also have a Behavior Incident Report written up for parents' signature.
6. **If we have frequent Behavior Incidence Reports, we may have to withdraw the child from our program.**

### Biting, Spitting, Hitting Adults

For the safety of our EMP family and students, we cannot tolerate spitting, biting, or hitting the teacher for **ANY** reason. **If your child bites, spits, or hits a teacher, you will be called to pick up your child immediately that day and they may be withdrawn from school.**

### Tantrums

For the safety of the child and the children around them, if a child throws a tantrum, they will be removed from class to spend time with the director until they are able to calm down. If we cannot get them to calm down, parents will be called to pick up the child. If a child has repeated and frequent tantrums, the child may be withdrawn from school. If a child is having tantrums at home or outside of home, please wait to enroll them until they are more emotionally mature.