

DISCIPLINE POLICY

Our positive techniques will be implemented to reinforce good behavior and help children learn appropriate behaviors. Our program is designed to help prevent unnecessary problems. Never, under any circumstance, will any methods be used that could cause physical or emotional harm. Below, please find the program guidelines that should be followed for all children.

GENERAL PROGRAM GUIDELINES:

1. Rules are explained and kept short and specific.
2. Rules and directions are phrased in a positive way, i.e. "Listen carefully" rather than "Don't interrupt."
3. Rules are reviewed, especially after vacations and on days when children are excited about special events.
4. Rules are consistent and routines are established. A change in the routine is explained ahead of time.
5. Children are reinforced for following rules, rather than punished for breaking them. Good behaviors are reinforced promptly.
6. A well planned curriculum with age appropriate and motivational materials are used to maintain children's interest.
7. Continuous communication between home and school.

DECREASING UNDESIREABLE BEHAVIOR:

1. Redirection/Distraction: Directing the child's attention to an activity that will produce a more appropriate behavior.
2. Extinction/Ignoring: Involves the removal of reinforcement for an inappropriate behavior by simply ignoring it (unless a safety issue is involved). It is hoped that because it is not being reinforced, that it will decrease when it does not get the attention desired.
3. Support/Verbal Intervention: Often, a teacher offering the right mix of supportive advice and encouraging words solves the problem.
4. Time-out from Positive Reinforcement: A brief withdrawal of reinforcement is provided. The child is separated from the group to allow him/her to relax and calm down. A time-out is considered to be a chance to pull oneself together.

If these positive guidance techniques are not working effectively and inappropriate behavior persists, we will use the following progressive procedures:

1. We will observe and record the child's inappropriate behavior and what we have done to try to change the behavior.
2. Parents will be asked to participate in a parent/teacher conference in which a specific action plan will be developed to address the behavior. The plan will outline all steps the staff will take to try to change the behavior and all steps that parents will take and the steps toward dismissal if the behavior persists.
3. Our staff may suggest outside resources to parents and will work with any outside resources for further guidance in responding to the child's behavior.
4. If the inappropriate behavior continues, the parents will be asked to keep the child home for a day or two.
5. If the behavior continues after the child is kept home on one or several occasions, we will request that the parents withdraw the child.

Planet Kids may immediately dismiss any child whose behavior creates a significant risk of harm to the health or safety of other children or staff, without following the guidance steps outlined above.