

Disciplinary Policy

Effective guidance and discipline focus on the development of the child. They also preserve the child's self-esteem and dignity. Actions that insult or belittle are likely to cause children to view their caregivers negatively, which can inhibit learning and can teach the child to be unkind to others. However, actions that acknowledge the child's efforts and progress, no matter how slow or small, is likely to encourage healthy development. Teaching children self-discipline is a demanding task. It requires patience, thoughtful attention, cooperation and a good understanding of the child. CCC staff will use only positive guidance techniques. Below are strategies CCC staff will use to respond to child misbehavior. Whenever possible, involve children in making the rules for the classroom.

- Redirection: This strategy should be used most frequently when working with young children. If a child is not following the rules or being uncooperative, the teacher may gently guide them to a more desirable behavior. For example, "I noticed that you're having a hard time sharing the Legos with your friends so I'm going to let you work on a puzzle by yourself."
- Point out natural and logical consequences; if time and work allows and the child is not listening, personally discuss the situation with the child. For example, if a child is running around the classroom, the teacher should gently stop them and say, "I'm afraid you're going to fall and get hurt or you're going to hurt a friend if you run around the room so you need to use your walking feet".
- Encourage self-discipline and allow children to attempt to solve their own conflicts, before making your judgments known.
- If necessary, take the child for a talk with the director in the office, where the situation will be addressed and the consequences for unacceptable behavior are then discussed.
- Inform the parents of all unacceptable and inappropriate behavior observed at school. Parents will also be contacted if further disciplinary measures are necessary.

If these actions do not help in reducing or changing behavior the following will take place:

- Staff will report behavior and what strategies have been attempted to the Director
- The Director will observe the child and meet with the teacher to develop a behavior management plan.
- The behavior management plan will be discussed with the parent and then put into practice.
- The Director, teacher(s), and parents will evaluate the behavior management plan. If needed, adjustments will be made.

Parent Signature: _____ Date: _____