Behavior and Developmental Guidance Policy

Park Center Preschool understands this is an important time in a child’s life, and want to make this a fun and positive learning experience for all children. Limits and classroom rules are needed for children to learn self-regulation, social skills, and accountability. The approach is to model expected behavior and help guide children to understand classroom rules and promote a safe and positive environment.

Staff will regularly communicate and reinforce classroom rules and behavior expectations following positive approaches:

- Reinforcing positive behavior
- Redirecting the child when inappropriate behavior is observed
- Encouraging and teaching children to “use their words” to resolve conflicts
- Helping and supporting the children to problem solve and to resolve issues on their own
- Assisting the child to understand making “good choices”
- “Take a Break” for a child to think about a behavior or action that was not a good choice or harmful to another person

When working with children, staff will implement this policy in the following ways:

- Find out the cause of the behavior
- Set a standard of behavior and maintain it. Act with consistency
- Allow the children to help make and enforce the rules
- Think before they act. Be fair and just, not judgmental
- Follow through with discipline and treat all children fairly
- Make limits clear and understandable to the child

Children’s Role:
Children will help determine classroom rules, and should be presented with clarity and followed with consistency. When talking with a child about his/her behavior, staff will ask him/her what he/she feels is the right thing to do and what rule to follow. This will help the child learn and understand the situation and behavior.

Parent’s Role:
This policy statement is listed in our parent manual which parents receive at the time of enrollment. Parents/Guardians will be informed of any behavior concerns we are having. Parents know their child the best and we will ask them to help us by sharing what works for them when managing their child. It is important for parents know to we are a team and want to work together in the best interest of their child.

Disruptive behaviors can have a negative impact on individual children or the entire class and will not be allowed to continue. Behaviors can include but are not limited to: hitting, biting, pinching, throwing objects, chokings, screaming, not listening to the teachers, refusing to take direction, disrespectful language and disrupting the learning environment of the other children in the class.

When addressing disruptive behavior, the approach will be to use progressive discipline subject to the following general guidelines:

- An incident of inappropriate behavior is documented using the Behavior Journal by the teacher and turned in to the Preschool Director.
• Teacher informs the parent after class of the incident. Nanny or caregiver will not be informed we prefer direct communication with parent(s).

• Parent will acknowledge the incident by signing the bottom of the Behavior Journal.

• If inappropriate behavior occurs a 2nd time, it will be documented on the Behavior Journal by the teacher and turned into the Preschool Director.

• Parent will acknowledge the incident by signing the bottom of the Behavior Journal.

• Behavioral Modification Plan may be put into place with the assistance of the teacher and input from the parent.

• Upon the 3rd incident the parent will be called to pick up the child from class. At this time, the parent will sign an acknowledgement of the incident on the Behavior Journal. Parents will be required to meet with the teacher and the Preschool Director.

• The child cannot return to class until this meeting takes place.

• Modifications to the Behavior Modification Plan may be put into place.
  - At this time, the program may also recommend screening in the child’s school district and/or will recommend the parent contact the school district for possible early childhood services.

• If inappropriate behavior occurs again, and continued participation is not beneficial to the child and/or the class, we will consider enrollment termination.

*Depending on the severity of the incident, a more progressive discipline process may be necessary.*

We are committed to meeting each child’s individual needs and we will handle situations on a case-by-case basis.

Prior to dismissal of a child, the Park Center Preschool’s approach is to use progressive discipline and collaboration with the family.

Park Center Preschool and the Glenview Park District is also committed to compliance with Americans with Disabilities Act (ADA) and will make reasonable accommodations to assure children are given an opportunity to participate. However, parents and guardians must understand and appreciate that the program might not be the best or appropriate setting or “fit” for every child and in some circumstances; a child cannot meet our behavior requirements with or without reasonable accommodation.

Every effort will be made to accommodate a wide range of differences among our students, and we want to make this a fun and positive learning experience for all children. If a child shows an inability to benefit from the Park Center Preschool program, after all methods of guidance have been exhausted, or if a child’s presence is detrimental to the classroom environment, the child’s behavior may require the need to find a more suitable childcare setting and the child may need to be withdrawn from the program.

I HAVE READ AND UNDERSTAND THE PARK CENTER PRESCHOOL POLICIES FOR & GUIDANCE AND DISCIPLINE

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