

ABC KIDZ Early Learning, LLC Discipline Policy

Discipline is an important learning experience. It is the goal of ABC KIDZ Early Learning, LLC to work in partnership with parents to teach our children social and emotional behavioral skills that will promote self-efficacy and self-control to get along with other children and adults. Methods of discipline will not be humiliating, frightening or physically harmful to children. Discipline will be consistent and individualized for each child. (A copy of this policy will be reviewed with all parents with children enrolled in the program. Parents will sign the discipline policy and be provided a copy for their reference.

I will guide and teach children the importance of recognizing right from wrong and teach them how to acknowledge inappropriate behavior and learn to correct it. Understand and respect the cultural and childrearing practices of the families and incorporate the families' positive guidance practices in the daily routine as much as possible. Maintain confidentiality of personally identifiable information about children and families. Arrange and maintain a safe, orderly, inviting environment that is conducive to learning and based on the developmental needs of the children. Involve children in the development of simple, clear, and age-appropriate rules that are few in number (no more than 5), written to state the desired behavior, posted at the children's eye level and used consistently to redirect inappropriate behavior. Use selective ignoring. Ignore behaviors that may be annoying but that do not cause harm to others or property. Help children identify and label emotions. Model and encourage children to solve as many of their own problems as possible. Allow choices of activities, equipment, and materials to foster a feeling of control over his/her environment to minimize conflict with others. Use hand over hand guidance to teach young infants and toddlers "gentle touches". Restructure the environment to the developmental level of the children in the group to create conditions that encourage desirable behavior to happen. Set clear limits (This will be different for each stage of development). Consistently reinforce limits. Involve toddlers in the development of simple, clear, and age-appropriate rules that are few in number (no more than 3), written to state the desired behavior, posted at the children's eye level and used consistently to redirect inappropriate behavior. Model and encourage children to solve as many of their own problems as possible. Allow choices of activities, equipment, and materials to foster a feeling of control over his/her environment to minimize conflict with others. Implement a consistent schedule that is predictable and largely child directed. Demonstrate an understanding and recognition of the message or function of problem behavior and use strategies individualized to meet the needs of each child. Use positive discipline techniques to help children develop self-control including modeling and stating expected behaviors, redirection, and intervening to enforce consequences for unacceptable or harmful behavior. Use books, songs, fingerplays, puppets, and role play to help children understand limits and positive conflict resolution skills.

When a problem arises, I will speak to the child to see what is bothering them and explain to the child why he/she is not allowed to act in a way that could bring harm to him/her and others or destroy property. Make eye contact with the child and divert his/her attention to something else they would like. Model and encourage the use of the "Quiet Place" as a calming environment for children to self-regulate. Use timeout as a last resort and as appropriate to the age of the child (every minute of the child's age). Timeout is used only if a child is at risk of endangering him/herself or others. I will take the child to a quiet area of the room allowing him/her to calm down and regain control. At no time will a child be disciplined by being placed alone or in a crib. If the child is continuously being disruptive and I

constantly must take attention away from everyone else, he/she will receive a write up. The write up will explain the behavior of the child. Parents are asked to sign the report to show acknowledgement of the behavior. I along with the parent will discuss what they may feel is causing the behavior and work out a plan of action for improvement.

If after the above strategies have been ineffective and the problem behavior persists, I WILL NOT use any form of corporal punishment, which violates this policy and the Office of Child Care Regulations. Children are never to be hit, spanked, pinched, shaken or verbally abused in any way by anyone in the Program. This includes:

- Use corporal punishment.
- Use isolation to discipline a child.
- Bind or tie a child to restrict movement or tape a child's mouth.
- Use or withhold food as a punishment or reward.
- Use toilet learning/training methods that punish, demean, or humiliate a child.
- Use any form of emotional abuse, including public or private humiliation, rejecting, terrorizing, extended ignoring, or corrupting a child.
- Physically abuse a child.
- Use any form of verbal abuse, including public profane, sarcastic language, threats or derogatory remarks about the child or child's family.
- Use physical activity or outdoor time as a punishment or reward.
- Leave a child alone or unsupervised.
- Yelling at children from across the room.
- Ignoring inappropriate behavior (where a child is hurting him/herself or others or destroying property).
- Deny children outdoor play, food, or participation in special activities as a disciplinary action.
- Label a child as "bad" or "mean" but encourage the child to be kind, sharing, and helpful.

In the rare instance where a child will not adjust to or obey the program's guidelines and policies, I will request a meeting with the parents to determine next steps. If the behavior persists and at least 5 write ups are given, the child will be asked to leave the program indefinitely without a refund.

If a child is asked to leave, 2 weeks' notice will be given by me to allow parents the opportunity to seek alternate childcare arrangements.

If a child's actions are dangerous to themselves or others, I reserve the right to ask the child to leave without notice.

I have read and understand the discipline policy of ABC KIDZ Early Learning, LLC. I agree to adhere to the policies above.

(Parents Signature)

(Date)