

Appropriate behavior is essential to learning and growing and should be based upon mutual respect for the rights and property of others, respect for those placed in authority, and respect for every student. No one will be allowed to jeopardize the health, safety, or learning environment of other children. Children will be expected to display responsible behavior when they are attending the early learning preschool program. Emphasis is placed upon each student taking responsibility for his/her own behaviors. **A child's choice may result in positive or negative consequences such as rewards, redirection, or loss of privileges. For more severe or continuous problems, one or more of the following may result: incident report, conference with parent.** The following are general expectations of all students:

- Listen and follow directions
- Keep hands, feet, and all objects to self
- Respect others and the equipment
- Use words to solve problems
- Appropriate language must be used at all times

Behavioral and Physical issues that become excessive or extreme will be written up on a Discussion Document so the child can understand what the infraction was and how to correct the behavior. A copy will be given to the parent. Once the child has reached Level 3 we will complete an Incident Report that will need to be signed by the parent/guardian. The program will not tolerate any foul, profane, offensive, or inappropriate behavior. All children have a right to feel safe in the preschool program.

Level of Consequence and Definitions: Plan for Safe and Orderly Environment

Level 1: Warning

Staff member informs student of policy violation. Warning logged. Parents are verbally informed of incident.

Level 2: Removal from Activity, Refocus

Student is removed or isolated from activity and given a hands-on refocus activity until ready to participate. Student may be removed from activity for full time if inappropriate physical contact has occurred. Discussion Document completed and logged.

Level 3: Incident Report

Parent/Guardian of student will be notified of infraction. Incident report will be filled out and signed. Next steps will be discussed with parent and teacher.

ILLNESS

Parents must inform the school site when an absence is due to illness. A child should not attend the preschool program with any of the following symptoms: fever within the past 24 hours, vomiting, diarrhea, undiagnosed rash, inflamed or matter-filled eyes, severe cold or sore throat, swollen glands, head or stomachaches, or head lice. If a child becomes ill while attending