

Kids Care Academy

Discipline Policy

Our discipline policy builds on mutual trust, with our teachers and children working together to help children grow and mature. We encourage positive redirection. Positive discipline teaches children where limits are set, how to maintain control of their bodies, and how to problem solve in the event of their actions. We discourage inappropriate behavior. **No child is subjected to corporal punishment or physical discipline at any time. Discipline shall never be related to food, rest or toileting.**

We will make every effort to work with parents of children having difficulties in child care. Behavior of children which disrupts normal classroom group activities on a frequent or extended basis indicate physical or emotional problems requiring the attention of a professional specialist.

In most instances, children learn from their mistakes. However, in the event that child continues to display inappropriate behaviors we analyze the situation and categorize the behavior into one of two categories.

Minor Misconducts

Minor misconducts are expected to occur from time to time. It is the KCA employees' responsibility to follow the above strategies to deal with minor misconducts and record any incidents that have occurred. Once a written report is shared with the child's family, they are to be filed in the child's file for future reference. The following are examples of minor misconducts:

- Running in the center
- Leaving the room or area that the class is in
- Being excessively noisy while inside
- Refusing to clean up or walking away from a mess a child has made in the center
- Refusing to follow directions

Major Misconducts

Major misconducts rarely occur; however, in the event it does happen, it is taken seriously because it impacts the safety in the room. The following are examples of major misconducts:

- Bullying other children
- Hitting, biting, scratching, pinching, punching, and pushing
- Throwing objects that could potentially harm others
- Swearing or using inappropriate language
- Stealing from the center or another child's behavior

- Behaviors that distract or ruin group activities
- Property or equipment damage

Children displaying chronic disruptive behavior which is upsetting to the physical or emotional well-being of another child may require the following actions:

1. Parents of the child will be called in for a conference. We will discuss the issues and identify some possible solutions. A plan of action will be developed and agreed upon by the parents, staff and owners.
2. If the plan of action is not working, the parents will be called in from another meeting. We will discuss what is not working and develop another plan.
3. If no progress has been made towards solving the problematic behavior, the child may be unenrolled from our program.

Kids Care academy reserved the right to cancel the enrollment of a child for the following reasons:

- Non-payment or excessive late payments of fees
- Physical and/or verbal abuse of staff or children by parent or child
- Not observing the rules of the center as outlined in the handbook and/or parental agreement

I have read, understand, and agree to abide by the Kids Care Academy Discipline Policy.

Parent/Guardian Name Printed: _____

Parent/Guardian Signature: _____

Childs Name: _____

Date: _____