



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 the conflict.

We encourage children to empathize with one another's feelings and see the results of their actions. We discourage inappropriate behavior. We use "Time Out" as our last resort. Any child that is put in time out is always supervised by a teacher and shall remain in time out only 1 minute per age of the child. When time out is over, it is explained to the child why time out occurred and what correct behavior is expected. 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 may indicate physical or emotional problems requiring the attention of a professional specialist. The teacher and/or Director, with parent consent, will take the necessary steps to refer the child to the Public Health Nurse, a Mental Health Consultant, or other appropriate places for a professional evaluation.

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 a health/behavioral specialist.
2. If the plan of action is not working, the parents will be called in for another meeting. We will discuss what is not working and develop another action plan.
3. If no progress has been made towards solving the problematic behavior, the child may be suspended from care. This suspension may range in length from the rest of the day to indefinitely.

Hillcrest Academy reserves the right to cancel the enrollment of a child for the following reasons:

- Nonpayment 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.

The use of physical force as a discipline measure is prohibited. This includes spanking, slapping, pinching, shaking, biting, pulling hair or arms, jerking, etc. A discipline policy is provided to parents.

Print: _____ Sign: _____ Date: _____