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EARLY CHILDHOOD EDUCATION AND JR. KINDERGARTEN PROGRAMS

Guidance & Discipline

Discipline means "To Teach"

Discipline does not mean "Punishment"

Guidance means "Encouragement, Show, Respect"

Discipline at All Aboard... Learning Express, Inc. is positive and is to be handled in the following manner:

- There is to be positive rather than negative reinforcement.
- There is to be redirection of activities.
- There is to be respect for the dignity of the child.
- There is to be education regarding a completed cycle of activities and respect for equipment.
- Teachers model positive manners in order to help children learn self discipline.

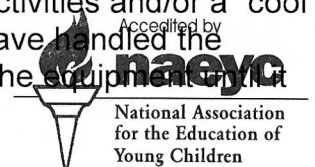
Our goal is to build a positive self-concept in each child. Future success in school and in life depends upon being able to handle various social situation and interactions. We believe that our attitudes will be a great influence on the children. Mutual respect will always be expected.

Each teacher will be responsible for handling problem situations within his or her classroom. If the problem persists, the director will be notified. The following steps are to be followed when trying to help a child handle a difficult situation. These items will be more effective if also practiced at home:

- Encourage the child to settle disputes by using words: "I feel angry, hurt, mad, sad, etc."
- Remind the child of the rules in a positive manner: "You need to walk inside, we save running for outside."
- Explain the situation: "After you pick up these blocks, you may do the puzzle."
- Give the child a choice: "If you keep the water in the water table you can play here. If you decide to splash your friends, you'll have to pick another area to play."
- Have the child sit quietly and "cool their engine."
- If a child is endangering the safety of another, stop the action quickly and explain with emotions expressed! "Oh my, you hurt Joey and he's very, very sad...look at his face." Have the child sit and "cool their engine."

In General...

If the behavior of a child continues to jeopardize the safety of him/herself, the other children, the staff, or the equipment, the child will be removed from the situation for redirection of activities and/or a "cool your engine" time. This will allow the child to think about how he or she would have handled the situation. If a child misuses equipment, the child will be told he/she cannot use the equipment until it can be used properly.



If a child is continually unable to be disciplined in any of the positive methods, testing will be recommended for the child through the school district. If a child is unable to behave the majority of the time, the parent or guardian will be asked to withdraw the child from the program. Recommendations for alternative placement will be made available to the parent or guardian. Behavior is almost always positive when the children are engaged in activities that meet their needs and match their individual stages of development. All Aboard... Learning Express, Inc. reserves the right to handle disciplinary matters on a case-by-case basis depending upon the severity of the offense and the needs of the school at the particular time. Discipline may range from any of the above to disenrollment.

- Pinpoint desirable behavior.
- Select a reinforcement (this can be another big responsibility, not a toy).
- Be immediate.
- Be obvious.
- Be consistent and frequent.
- Get your child's attention by using his/her name.
- Keep it simple.
- Be clear and set limits.

Examples of prohibited staff practices:

Examples of physical punishment: Shaking, hitting, spanking, slapping, jerking, squeezing, kicking, biting, pinching, excessive tickling, and pulling of arms, hair, or ears; requiring a child to remain inactive for a long period of time.

Examples of psychological abuse: shaming, name calling, ridiculing, humiliation, sarcasm, cursing at, making threats, or frightening a child; ostracism, withholding affection.

Examples of coercion: Rough handling (shoving, pulling, pushing, grasping any body part); forcing a child to sit down, lie down, or stay down, except when restraint is necessary to protect the child or others from harm; physically forcing a child to perform an action (such as eating or cleaning up)

***Please sign and return this portion of the policy**

You as parents, teacher, and guardians are the ones that teach through discipline and guidance everyday!!

I have received, read and understand the Guidance and Discipline policy at All Aboard...Learning Express, Inc.

Student's Name (Please print)

Signature of Parent/Guardian

Date