

DISCIPLINE AND TREATMENT OF CHILDREN POLICY

1. The Discipline philosophy of Good Shepherd Catholic Day Care Center uses positive discipline techniques and encourages the healthy development of the child's self-esteem.

The following are prohibited:

- a) Corporal punishment, including hitting, spanking, swatting, beating, shaking, pinching and other measures intended to induce physical pain or fear.
 - b) Threatened or actual withdrawal of food, rest or use of the bathroom.
 - c) Abusive or profane language – DO NOT YELL!
 - d) Any form of public or private humiliation, including threats of physical punishment.
 - e) Any form of emotional abuse, including shaming, rejecting, terrorizing or insulating a child.
 - f) Physical grabbing, jerking or spanking.
2. Discipline measures shall be designed and administrated in such a way as to help the individual child develop his/her own self-controls and to assume responsibility for his/her act.

To accomplish this, the teacher shall:

- a) Establish and display clear, simple and understandable rules for the children that set limits of behavior required for the protection of the group and individuals in the group.
- b) Discipline shall be the responsibility of the staff who have an ongoing relationship with the child. Never delegate discipline to people who are "strangers" to child or to a child's peer.
- c) Discipline shall be handled with discretion without bias and without prolonged delay.
- d) Early childhood rules to implement and display:
 - We respect school property
 - We follow Teachers Direction
 - We use our Manners.
 - We keep our Hands to Ourselves
 - We use kind Words to Our Friends
 - We use inside voices in school
 - We listen when others speak
- e) Early childhood consequence sequencing:
 - Remind rule and redirect
 - Redirect and reinforce rule
 - One minute quiet time by the teacher ages three years and older
 - Ask office for support in your room
 - Director shall discuss rules with child and may recommend documentation
 - Director may set-up conference with parents and teachersEXEPTIONS: Biting and swearing, yelling will be brought to the director IMMIDIATE ATTENTION
- f) "Time out" is only used for children three years and older and when children are in danger of hurting themselves or others. The child in "Time out" shall be placed near group, next to teacher. Children in "Time out" are encouraged to rejoin the group when they feel they are able to follow the rules. "Time out" is intended to be not more than one minute per age level maximum.
- g) Firm positive statements about behavior or redirection of behaviors shall be the expected techniques for use with three years old and older.

3. Supervision:

- a) Children shall not be left unattended at any time, no matter how short a period is. During free play teacher are required to circulate the area and are encouraged to take part in children's play.
- b) There shall be a teacher on duty in the same room where the children are playing and immediately available in need of attention all the time.

Child's name.....Parent/Guardian Signature.....

Date.....