

# Word of Life Lutheran Preschool

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## GUIDANCE AND DISCIPLINE POLICY

Guidance and discipline are positive ways to help a child develop self-control and confidence handling their needs in a socially acceptable way. At Word of Life Preschool we are here to teach and guide each child to learn the skills to manage their own behavior. This is an ongoing process that changes as a child develops.

### GUIDANCE AND DISCIPLINE USED BY OUR STAFF

- ✚ Outline school rules with the children the beginning of the school year.
- ✚ Set clear limits and be consistent.
- ✚ Redirect inappropriate behavior whenever possible.
- ✚ Include the children in the problem solving process.
- ✚ Model socially acceptable behavior and manners along with positive reinforcement and acknowledgement of good behavior.
- ✚ Removal of the child from the area. This is followed by a discussion of what the child did wrong, what a better choice would be next time, and allowing the child to return to the activity when he or she feels they can manage their behavior appropriately.
- ✚ Teaching the children about “Bucket Filling” which encourages children to treat others with respect and kindness.

### PROHIBITED DISCIPLINE TECHNIQUES

- ✚ Any form of corporal punishment.
- ✚ Yelling at a child.
- ✚ Ridiculing a child or the child’s family.
- ✚ Blaming, teasing, insulting, name calling, or threatening the child with punishment.
- ✚ Withholding food, affection, or positive attention.

### PARENTS ROLE IN GUIDANCE PROCESS

- ✚ Keep teacher informed of any underlying issues the child may be experiencing
- ✚ Work as a team with the staff so we can provide the child with consistent expectation of acceptable behavior.
- ✚ Establish plan with teachers on how to deal with ongoing discipline issues. Follow-up to see how the discipline plan is working.

### DISCIPLINE PROBLEMS

If the teachers see a continuing pattern of misbehavior, the following steps will be initiated:

- ✚ Parents will receive a phone call from the teacher informing them of the concerns that have been observed.
- ✚ Implement a plan to correct behavior. These may include but are not limited to:  
A written behavioral modification plan, recommendation of an evaluation by the child’s school district, observation of the child by the director and/or other qualified professional, parental observation of classroom behavior.
- ✚ A Conference with parents, teachers and director will be scheduled to discuss goals, implementation of goals, and progress.

### DISCHARGE

If discipline problems continue and the child demonstrates an inability to benefit from the type of care offered by our school, or whose presence is detrimental to the group, the child shall be discharged from the school.