

DISCIPLINE POLICY

It is the policy of Upward Bound Preschool to provide a loving, Christian environment where children feel safe and secure. Therefore, we do not allow any behavior that may cause physical harm to another, or the use of words that may belittle another person or injure their self-esteem.

It is the policy of Upward Bound that **NO CORPORAL PUNISHMENT** will be administered by any staff member or by a parent while on school or church premises.

Acceptable means of discipline in our program are:

1. Redirection to a new activity.
2. Removal from the activity where the problem is occurring.
3. Time-outs (1 minute per age of the child, or less).
4. Verbal reinforcement.
5. A call to the parents.

If after every means available has been tried and the unacceptable behavior still occurs, the child will be removed and placed in the director's office. When a child has been removed to the director's office or more than two time-outs have occurred for the same behavior, parents will be notified of the problem by phone. If a child's behavior is unruly and harmful to others or school property, the parents will be called immediately and **the child must be removed from the program within an hour of our call**. This is in support of our Zero-Tolerance Policy.

ZERO TOLERANCE

In cases of severe behavioral problems (e.g., physical harm to other children; uncontrollable defiance, or a third offense of a repetitive nature), the director will send the child home and is authorized to disenroll the child's participation in our program on a temporary or permanent basis.

If your child is placed on a temporary disenrollment (suspension), you may be asked to meet, but not limited to, the following requirements prior to their being allowed to return to our program:

1. **Proof of counseling sessions with a licensed family counselor (minimum of 3).**
2. **A meeting with the Preschool Board explaining the steps you have taken to improve your child's behavior.**
3. **An understanding that, if allowed to return, disenrollment of a permanent basis will occur upon the first sign of recurrent negative behavior.**
4. **Our school maintains a zero tolerance for bad behavior when it causes harm to others or property.**