



Steps for Addressing Problem Behaviors

1. The behaviors of children shall be addressed by the classroom staff as outlined by our Positive Guidance Policy. This could include positive reinforcement for any appropriate behavior, redirection, reminders of classroom rules, modifying the classroom environment, or the teacher may respectfully help the child gain control when necessary. Classroom staff shall observe all children and document these behaviors to help ascertain any patterns or precipitating factors of the problem behavior. At no time shall the staff use shaming, the withholding of food, or physical punishment of any kind.
2. When a child exhibits a problem on a continual basis that is not resolved through the appropriate behavior management strategies, the classroom staff will meet with the center director to document the problem behavior and ask for further guidance.
3. If the behavior problem is still not resolved, the Director will request a meeting with the child's parent(s), to discuss the problem behavior. The Director, Parent(s), and Teaching staff will collaborate on the development of strategies to resolve the problem behavior. During this process, the teaching staff will keep the Director and Parent(s) informed of the progress in resolving the problem. Observations will be documented, and a copy will be given to the Parent(s) as well as placed in the child's file. If a child's behavior results in the injury of another child or staff member, that child's parent(s) will be notified as soon as possible and written documentation will be given and placed in the child's file.
4. If the center staff feel that they need further assistance in resolving the behavior problem, the program may, with parental permission, request the assistance of an outside agency. If the center staff feels the behavior may result in a special need, the program may, with parental permission, refer the child for an evaluation. If the parental permission is refused, and the problem behavior continues, the continued enrollment of the child will be reconsidered with the provisions of # 6 listed below.
5. If the results of an outside evaluation suggest the need for accommodations of special needs, the program will provide these or other appropriate accommodations as long as they are not an undue hardship on the program. In some cases, certain adaptations to our program may be impossible (an additional teacher at the cost of the family, for example) and we may recommend a different placement for the child. Please know that wherever possible, we will draw upon all resources to meet the child's needs.



6. If all of the above steps fail to resolve the behavior problem, the program may ask the parent(s) to obtain care for their child at another center. The program will provide the parent(s) with 2 weeks' notice, except where such notice is not reasonable because of safety concerns, and will try to assist the parent(s) in obtaining alternative care and resources.
7. Written documentation of all of the steps above will be provided to the parent(s) and placed in the child's file.