



## GUIDANCE POLICY

**All staff are to follow the procedures in Guidance & Discipline with Young Children when guiding and disciplining children.**

Children's behavior is influenced by overall development, environment, and the adults who care for them.

Guidance strategies that are prevention oriented and "set the stage" for a positive atmosphere and maximize opportunities for desirable behavior are used. These include:

1. Establishing clear, consistent and simple limits.
2. Offering straightforward explanation of limits.
3. Stating limits in a positive way, rather than a negative way.
4. Focusing on the behavior rather than the child.
5. Stating what is expected, rather than posing questions.
6. Providing choices
7. Allowing time for children to respond to expectations.
8. Reinforcing appropriate behavior, with both words and gestures.
9. Ignoring minor incidents.
10. Encouraging children to use you as a resource.
11. Scanning the room.
12. Staying in proximity to children.

When there are occurrences of inappropriate behavior, intervention strategies are implemented that ensure that guidance is supportive, rather than punitive. These include:

- Gaining the child's attention in a respectful way.
- Using proximity and touch.
- Reminding
- Acknowledging feelings before setting limits.
- Redirecting
- Modeling problem-solving skills.
- Offering appropriate choices.
- Using natural or logical consequences.
- Limiting the use of equipment
- Providing opportunities for children to make amends.



If a child is unable to gain control and continues to pose a threat to others, a Positive Behavior Support Plan shall be developed in collaboration with the parents.

When a child has lost control we remove the other children from the area, make sure the space is safe, and stay with the child until they have calmed down.

Appropriate restraining techniques shall be used only by trained staff after all other efforts have been unsuccessful.

There shall be no corporal punishment of any kind used as a disciplinary measure in any OESD 114 Head Start/ECEAP classroom; i.e., no spanking, slapping, hitting, pushing, pulling, grabbing, etc.

Discipline shall not be punitive or belittling. All efforts will be made to maintain the child's dignity.

No abusive or inappropriate language will be used.

Preschool children shall be lifted or carried **ONLY** in emergency situations (i.e., room evacuation). Lifting a child to remove him/her from any other situation is not an acceptable disciplinary measure.

Supervision:

- Children are never out of sight of staff
- Bathrooms: Take only as many children as there are bathroom stalls.
- All children taken to the bathroom must be in one bathroom. You can not have children in both the girls and boys bathroom at the same time.

All classroom staff are responsible for the safety and well-being of the children entrusted to us.