

## **WESLEY LEARNING CENTER DISCIPLINE POLICY**

The staff uses positive techniques of guidance such as redirection, anticipation and elimination of potential problems, reinforcement and encouragement rather than competition, comparison or criticism. Consistent, clear rules are explained to the children and understood by adults. The staff never uses restraints or physical punishment such as shaking, hitting, spanking, slapping, jerking, squeezing, kicking, biting, pinching, excessive tickling, and pulling of arms, hair or ears; and never requires a child to remain inactive for a long period of time.

The staff never uses psychological abuse such as shaming, name calling, ridiculing, humiliation, sarcasm, cursing at, making threats, or frightening a child, ostracism, or withholding affection.

The staff never uses coercion such as rough handling (shoving, pulling, grasping any body part) forcing a child to sit down, lie down, or stay down, except when necessary to protect the child from harm; physically forcing a child to perform an action such as eating or cleaning up.

None of the above are permissible under any circumstances by the staff.

The staff abstains from abusive and neglectful treatment and corporal punishment or other humiliating or frightening discipline techniques. We believe that a child's cognitive and social development is best encouraged through collaboration, discussion, and discovering the hows and whys of their actions.

The rooms are arranged monthly, and rearranged as needed, to encourage varied play activities with many interesting materials easily accessible to the children. The spacing is arranged to encourage harmonious interaction and avoid the interference of one activity with the other. Good and appropriate behavior is praised. The staff models consideration, patience, courtesy, and helpfulness. Hugs, shining eyes, smiles and loving voices are used by the staff to show love and approval of the child. Children are told clearly that hurting others is not acceptable whenever such behavior occurs. They are given specific words to use to express their feelings and are helped to say them. In conflict situations, children are also helped to really listen to the other child.

Teachers try to redirect children from aimless or inappropriate activities to appropriate, constructive activities. Such redirection may include suggestions,

arranging materials for constructive experience, or bringing a child into a constructive play situation.

If a child becomes out of control or is very upset, a teacher may remove the child to a nearby more private area and hold the child until the child calms down to prevent the child from hurting himself or the other children. At no time will a child be isolated or left unsupervised. Frequent challenging behaviors shall be recorded over time and will be discussed with parents, director, and the teacher to plan effective behavior management strategies.

**Wesley Learning Center has a zero tolerance policy for a student bullying another child or staff member. Should this occur, we will ask that the child be removed from the program and evaluated before they can return.**

The Director reserves the right to terminate a child from the program when circumstances necessitate this action. These include but are not limited to the following:

- a child's behavior is persistently disruptive to the other children and to the program and/or the child continues to cause harm to other children, staff or him/herself;
- the program is unable to provide the care or education necessary to meet the physical, social, emotional or cognitive needs of the child;
- the parent/guardian is not in compliance with all policies of the program including, but not limited to: payment of fees; parent/staff communication/emergency policies; documentation and paperwork; and children's medical records;
- the relationship between the program and the family is not mutually beneficial.

Before resorting to termination, every possible attempt will be made to resolve the situation. If exclusionary measures must be taken, we will help the family to find alternative placement. We will comply with all federal and civil rights.

\*Please keep this policy on hand for easy reference.

\*\*Please sign and return the attached form acknowledging that you have read and understand the policy.

**WESLEY LEARNING CENTER  
92 CHURCH HILL ROAD  
SANDY HOOK, CT. 06482  
203-426-6149**

Parents:

The Connecticut Department of Health (our licensing agent) has put into place a new procedure for the existing discipline policy. Parents are required to read the policy and sign a form verifying that they have read and understand the policy. Please sign and return the form below indicating that you have read and understand the Discipline Policy for Wesley Learning Center. If you have any questions, please call me at 203-426-6149. This form will be kept on file in your child's folder. Thank you.

Sincerely,

Diane Fuchs,  
Director WLC

I have received, read, and discussed with a staff member the Discipline Policy for WLC.

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Student's Name

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Class or Program

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Parent or Guardian's Signature

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Date