



Suspension/Expulsion Policy

Unfortunately, there are sometimes reasons we have to ask that a child be removed from our program either on a short term or permanent basis. We want you to know we will do everything possible to work with the family of the child(ren) in order to prevent this policy from being enforced.

When a Child Is Having a Problem In The Classroom

- Staff will try to redirect child from negative behavior.
- Staff will reassess classroom environment, appropriateness of activities, supervision.
- Staff will always use positive methods and language while disciplining children.
- Staff will praise appropriate behaviors.
- Staff will consistently apply consequences for rules.
- Child will be given verbal warnings.
- Child's disruptive behavior will be documented and maintained in confidentiality.
- Parent/guardian will be notified verbally.
- Parent/guardian will be given written copies of the disruptive behaviors that might lead to expulsion.
- The director, classroom staff and parent/guardian will have a conference(s) to discuss how to promote positive behaviors.
- The parent will be given literature or other resources regarding methods of improving behavior.
- Recommendation of evaluation by professional consultation, such as Early Childhood Mental Health.
- Recommendation of evaluation by Intermediate Services/Early Intervention Services.
- Ages and Stages Questionnaires completed by teachers and given to parents to complete and return.
- Parent completes request for services forms as needed.

Schedule of Expulsion

- If after the remedial actions above have not worked, the child's parent/guardian will be advised verbally and in writing about the child's or parent's behavior warranting an expulsion. An expulsion action is meant to be a period of time so that the parent/guardian may work on the child's behavior or to come to an agreement with the school.
- The parent/guardian will be informed regarding the length of the expulsion policy.
- The parent/guardian will be informed about the expected behavioral changes, or supports, required in order for the child or parent to return to the school.

Parental Actions For Child's Expulsion

- Failure to pay/habitual lateness in payment.
- Failure to complete required forms including the child's immunization records.
- Refusal or failure to complete forms requesting community services such as Early Childhood Mental Health, Intermediate Unit/Early Intervention.

Child's Actions For Expulsion

- Failure of child to adjust after a reasonable amount of time.
- Uncontrollable tantrums/angry outbursts.
- Ongoing physical abuse to staff or other children.
- Unable to toilet train in our three-year-old program.
- Continued display of safety concerns, such as: running out of classroom or away from the group.

Please refer to the Tender Years Parent Handbook regarding further information about behavioral policies and supports that are offered.

Name of Child: _____

Signature of Parent/Guardian: _____ Date: _____