Discipline and Behavior Management Policy

The Allen County Park (ACP) staff will use positive behavior management techniques that are developmentally appropriate and encourage natural child development. The use of corporal punishment is strictly prohibited.

Behavior Management Techniques – ACP staff will:

1. Involve the children in the development of the "house rules."
2. Use positive reinforcement, including a positive behavior recognition program.
3. Maintain consistent behavior expectations and reinforce house rules.
4. Guide children by setting clear and fair limits for program behavior.
5. Use natural and logical consequences.
6. Redirect children to a more acceptable behavior or activity.
7. Make eye contact and listen when children talk about their feelings and frustrations.
8. Guide children to resolve their own conflicts through the use of conflict resolution skills.
9. Use effective praise that is immediate, sincere and specific.
10. Modify and structure the environment to attempt to prevent problems before they occur.

Discipline Action Steps – ACP staff will utilize the following forms of discipline:

1. "Personal Time" – removal of child from a situation for up to their age in minutes so they can regain control of their behavior.
2. Verbal or written communication to parent/guardian regarding a child's behavior.
3. Behavior Contract and/or Behavior Improvement Action Plan
4. Behavior Write-Up
   -Three behavior write-ups in any Jr. IMN season (within one season of Jr. IMN classes) results in the suspension of the child for one week at the end of the day of the third write-up. The parent/guardian is responsible for contacting the Environmental Educator to set-up an appointment to discuss the child's behavior.
   -If the child is reinstated and then receives a fourth behavior write-up, the site Environmental Educator or Park and Education Manager will suspend the child immediately. If necessary, the parent will be notified to pick up the child. Upon the fourth report, the child will be terminated from future involvement in ACP Jr. IMN classes without the right of reinstatement.

5. Suspension – Serious behavior problems will result in immediate suspension from the program.

6. Termination – The ACP Jr. IMN program cannot serve children who display chronically disruptive behavior. Chronically disruptive behavior is defined as verbal or physical activity which may include, but is not limited to, the following:

* behavior that requires constant attention from the staff
* behavior that inflicts physical or emotional harm on other children, park staff or self.
* behavior that abuses the staff and/or ignores or disobeys the rules.

If a child cannot adjust to the program setting and behave appropriately, the child may not be able to return to the program. Reasonable efforts will be made to assist children in adjusting to the program setting.

I, the undersigned parent or guardian of _____ (child's full name), do hereby state that I have read and received a copy of the facility's Discipline and Behavior Management Policy and that the facility's Environmental Educator/Park and Education Manager (or other designated staff member) has discussed the facility's Discipline and Behavior Management Policy with me.

Date of Child's Enrollment: _____

Signature of Parent or Guardian _____Date_____