

FHSU Tiger Tots Nurtury Center
600 Park Street
Hays, Ks. 67601

Behavior Guidance Policy

BEHAVIOR MANAGEMENT

Our approach to discipline depends on several things:

Environment - Tiger Tots strives to provide a "kid friendly" Center where everything from the drinking fountain to the bathrooms are designed for young children. A wide assortment of developmentally appropriate materials are provided. A daily routine is established. Teachers try to insure that each child receives individual attention and knows that the teachers really care about their feelings.

Logical Consequences - Teachers state their expectations regarding rules and expectations in clear terms and are consistent in reinforcing positive behavior. The teachers want the children to understand why we have rules and to be involved in the process of establishing classroom rules.

Positive Reinforcement

Positive behavior is noticed and encouraged. The teachers want the motivation for positive behavior to be intrinsic rather than training children to expect rewards for behavior that is an expected part of society.

Conscious Discipline Evidence-Based and Research-Backed Social and Emotional Learning

The Conscious Discipline Brain State Model recognizes three basic brain / body / mind states likely to produce certain behaviors. Intentional, state-specific responses enable access to advanced skills, create a shift in the way adults see conflict so we can maintain composure and consciously respond to difficult situations. Adults' ability to self-regulate is the precursor to teaching children social-emotional skills. (<https://consciousdiscipline.com/methodology/>)

Safe Place

Our safe Place is a center where children can go to change their inner state from upset to composed in order to optimize learning. It is the centerpiece of our self-regulation program. It's vital for children to have a place to handle tough emotions.

Time out

Time out is given to a child who has engaged in behavior that is harmful to self or others and the child is out of control. The use of time out is only appropriate when children are hurting themselves or others or when redirection techniques have not been effective. Our philosophy believes in redirecting the children and working through problems, teaching them a better way to communicate their needs and wants. We also use proximity (close adult supervision) to monitor behavior and help prevent negative behavior. After a brief period, no more than one minute per child's age, the teacher will calmly discuss the situation and talk about positive solutions that can be used by the child in the future. Situations that are on-going will be discussed with parents to ensure good communication between the Center and home. Time out is not about our ability to control your child. It is a space to provide an area for the child that is nearby, which allows us to clearly supervise the child, while tending to the victim of their physical aggression. We will invite the child to rejoin the group when they are calm. We will talk about the behavior, their feelings and reassure the child that they may rejoin the group. A child will never be placed in time out for long periods of time.

No corporal punishment is allowed. No verbal punishments such as ridicule, humiliation, threat or coercion are permitted.

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Disruptive Behavior Policy

The staff will make every effort to work with the parents of the children having difficulties in child care. The following steps will be taken in the event that a child is displaying chronic disruptive behavior that is upsetting to the physical or emotional wellbeing of the other children.

Initial Consultation - The director may require the parent(s) of any child who attends Tiger Tots to meet for a conference. The problem will be documented on paper. Goals will be established and the parents will be involved in creating approaches towards solving the problem.

Second Consultation - If the initial plan for helping the child fails, the parent(s) will again be required to meet with the director. Another attempt will be made to identify the problem, outline new approaches to the problem and discuss the consequences if progress is not apparent.

Suspension - When the previous attempts have been followed and no progress has been made toward solving the problem, the child may be suspended from the center indefinitely. The director may immediately suspend a child at anytime if the child displays a behavior which is harmful to self or others. A parent may be called from work/school anytime the child exhibits uncontrolled behavior that cannot be modified by the preschool/childcare staff. That parent may be asked to take the child home immediately. Suspensions from the center may vary from a few hours to an indefinite period.

Discipline Policy

Tiger Tots believes that learning to socialize and communicate are keys to becoming a responsible and empowered individual. The fact that children are egocentric and impulsive make social interaction interesting to say the least. Add to this the fact that we are dealing with a mixed age group of children with a wide range of developmental levels.

We use several techniques to help children learn to work cooperatively and enjoy social interactions. Children spend a great deal of time trying to figure out what is acceptable and what is not. At our Center using your words to solve a disagreement is acceptable, while acts of aggression such as grabbing toys, hitting, and pushing, etc., are not acceptable. Safe and acceptable communication skills will be taught and reinforced. Children ages 2 1/2- age 5 may not have the verbal or emotional skills that are necessary to settle conflicts. That's when the teachers can help empower the children by using a discipline technique with logical consequences. Discipline is most effective when it follows logical consequences. The consequences for behavior must make sense to the child and be related to the action.

Our goal is to encourage children to be independent, responsible and compassionate individuals. This involves providing opportunities to interact with peers and allowing the children to solve their own problems, if possible. We want the children to always remain safe, yet have the opportunity to discover their own solutions, rather than have the teachers always tell them a solution.

Discharge/Termination Policy

Tiger Tots Nurtury Center reserves the right to cancel the enrollment of a child for the following reasons:

- . Nonpayment or excessive late payment of fees
- . Not observing the rules of the center as outlined in the parent agreement
- . Child has special needs which we cannot adequately meet with our current staff
- . Physical and/or verbal abuse of staff or children by parent or child
- . Failure to provide a physical form prior to or within two weeks of first date of child's attendance at the center

We will refund any unused portions of tuition for the month or semester, if the dismissal is beyond the parent's control.

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Payment Rates and Payment Policy

FEES & BILLING

There are two payment options available at the Center. The director will determine the number of days that classes are in session per semester. The days will then be divided into 4 equal payments due at the first of each month.

Parents will be billed according to the number of days their children are scheduled to attend Tiger Tots. There are half-day or full-day schedules available for students. Faculty/staff will pay a daily rate regardless of hours attended.

Parents who wish to pay for the entire semester will receive a 5% discount.

A yearly enrollment fee will be charged upon enrollment into the Center.

Parents will be billed for all days that their children are scheduled to attend. Sick day and vacation days will not be refunded or deducted from the bill.

Parents who wish to terminate enrollment will be required to pay for two weeks of childcare from the date of notification of when the child will be leaving the center.

Monthly billing statements will be provided at the end of each month. Cash or checks are accepted. Checks should be made out to Tiger Tots. Payments need to be made at the Student Service Center located in the Memorial Union. All payments made after the 5th of each month will automatically have a \$5 late fee added to next month's bill. Failure to pay for childcare will unfortunately result in the termination of enrollment.