**The Children’s Center of Lake Forest**

28457 N. Ballard Dr. Unit A2, Lake Forest Il 60045 Phone: 847-367-0099 Email: DayCareLF@aol.com

**DISCIPLINE/GUIDANCE POLICY AMENDMENT**

**MISBEHAVIOR**

**July 23, 2018**

It is very important that a child’s development is nurtured through caring, patience and understanding. However, while caring for your children, we may have to respond to your child’s misbehavior. Hitting, kicking, spitting, hostile verbal behavior and other behaviors which will hurt another child are not **PERMITTED.**

In response to these behaviors, we will not use:

♣ Threats or bribes

♣ Physical punishment, even if requested by the parent

♣ Deprive your child of food or other basic needs

♣ Humiliation or isolation in response to misbehavior

 We will:

♣ Respect your child

♣ Establish clear rules

♣ Be consistent in enforcing rules

 ♣ Use positive language to explain desired behavior

♣ Speak calmly while bending down to your child’s eye level

♣ Give clear choices

♣ Redirect your child to a new activity

 ♣ Call a conference with parent/guardian to discuss ways on how to improve child’s behavior so as to have both parents and staff on the same page

If your child’s behavior is very disruptive or harmful to himself or other children, we will discuss the issue with you privately. If the situation can be resolved, the child may remain enrolled. If we are unable to resolve the issue, we will give you a phone call and ask that your child be picked up for the day. Staff will work and coordinate with the parent to try every possible way to discourage the inappropriate behavior. If no improvement is seen on the child’s behavior, The Children’s Center of Lake Forest will have no other option but to terminate care.

I/We \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_parent/guardian of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have read and fully understood the above amendment to the Discipline/Guidance Policy

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_