



Sugar Grove Developmental Day School
P.O. Box 453
207 Dale Adams Road
Sugar Grove NC 28679



A United Way Agency

Discipline & Behavior Management Policy

The guidelines for discipline at SGDDS are to foster and teach children to be independent self-monitors of their behavior that walk in Christian Love. This will be achieved through behavior guidelines provided by teachers and staff.

Children attending Sugar Grove Developmental Day School will not be subjected to any form of corporal punishment, by the director or any other staff of the facility. The definition of "staff," includes: any regular or substitute caregivers, volunteers, cooks, secretaries, maintenance workers or any other individual who might come into contact with the children while providing services for SGDDS.

SGDDS instructors and other staff will provide Verbal Guidance by:

- Speaking kindly to children.
- Providing positive verbal praise when interacting with children.
- Giving clear instructions.
- Avoiding making comparisons between children.
- Giving positive directions and suggestions.
- Modeling Christian values.
- Promoting positive self-esteem.

SGDDS instructors and staff will provide Behavioral Guidance by:

- Supervising children for all activities (indoor, outdoor, and field trips)
- Planning developmentally appropriate classroom activities.
- Ensuring that children know the consequences for inappropriate behavior.
- Providing consistency in discipline practices.
- Ensuring that teachers and staff will be positive role models.
- Giving children choices.
- Knowing and understanding the mental and emotional needs of the children.
- Using "Time Out" immediately following physical aggression, hitting with objects, kicking, or biting. (See explanation of time out).



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SGDDS complies with General Statutes of the State of North Carolina; which are:

- No child will be handled roughly in any way including shaking, pushing, shoving, pinching, slapping, biting, kicking, or spanking.
- No child shall ever be disciplined for not sleeping during rest period.
- No child shall ever be placed in a locked room, closet or box.
- No child shall be disciplined for toileting accidents or any other accidents.
- No child shall be delegated to providing discipline of another child.
- Foods shall not be withheld as a means of discipline.

Praise and positive reinforcement are effective methods of the behavior management of children. When children receive positive, non-violent, and understanding interactions from adults and others, they develop good self-concepts, problem solving abilities, and self-discipline. Based on this belief of how children learn and develop values, this facility will also practice the following discipline and behavior management policy:

We:

1. DO praise, reward, and encourage the children.
2. DO reason with and set limits for the children.
3. DO model appropriate behavior for the children.
4. DO modify the classroom environment to attempt to prevent problems before they occur.
5. DO listen to the children.
6. DO provide the alternatives for inappropriate behavior to the children.
7. DO provide the children with natural and logical consequences of their behaviors.
8. DO treat the children as people and respect their needs, desires, and feelings.
9. DO ignore minor behaviors.
10. DO explain things to children on their levels.
11. DO use short supervised periods of "time-out": ("Time-out" is described on following this section)
12. DO stay consistent in our behavior management program



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We:

1. DO NOT spank, shake, bite, pinch, push, pull, slap, or otherwise physically punish the children.
2. DO NOT make fun of, yell at, threaten, make sarcastic remarks about, use profanity or otherwise verbally abuse the children.
3. DO NOT shame or punish the children when bathroom accidents occur.
4. DO NOT deny food or rest as punishment.
5. DO NOT relate discipline to eating, resting, or sleeping.
6. DO NOT leave the children alone, unattended, or without supervision.
7. DO NOT place the children in locked rooms, closets, or boxes as punishment.
8. DO NOT allow discipline of children by children.
9. DO NOT criticize, make fun of, or other-wise belittle children's parents, families, or ethnic groups.

"Time Out"

"Time-out" is the removal of a child for a short period of time (3 to 5 minutes) from a situation in which the child is misbehaving and has not responded to other behavior management techniques. The "time-out" space, usually a chair, is located away from classroom activity but within the teacher's sight or in the administrative office. During "time-out," the child has a chance to think about the misbehavior which led to his/her removal from the group. After a brief interval of no more than 5 minutes, the teacher discusses the incident and appropriate behavior with the child. When the child returns to the group, the incident is over and the child is treated with the same affection and respect shown the other children.

Reporting Child Abuse and Neglect

We understand the importance of family unity, however if a time arrives where upon any symptoms of suspected child abuse or neglect by a staff member or parent/guardian are brought to our attention, we are required by law to report it to the Watauga County Department of Social Services. SGDDS will abide by the law.



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I, the undersigned parent or guardian of _____, 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 director/coordinator (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 _____