



## NHLTCM Behavior Guidance Policy Agreement

We employ positive methods and guidance to encourage the development of children's self-control and appropriate social skills. Our goal is to teach children to respect themselves and others. Caregivers achieve this goal by demonstrating the following behaviors:

- communicating to children using positive statements,
- encouraging children, with adult support and/or modeling, to use their own words and solutions to resolve conflicts,
- speaking with children at eye level and talking to them in a calm manner about what behavior is expected,
- help children understand that all children are good, and can make good or bad choices, and that all choices have consequences,

Occasionally, the use of additional behavior management techniques is more appropriate. In these instances, the following techniques may be used:

- Distracting the child
- Redirecting the child
- Ignoring the child or behavior
- Shadowing the child, done by a teacher or support staff
- Separating the child from the group
- Using appropriate, natural consequences reflective of the behavior

NHLTCM does not condone the use of harsh or abusive disciplinary practices by any person, at any time, while on the child care facility premises or engaged in child-care related job tasks for NHLTCM. Family members are asked to refrain from any form of physical or harsh punishment while on daycare grounds. In accordance with the State of Indiana's Childcare Regulations, the following actions shall pertain to this ruling:

- Inflict corporal punishment in any manner upon a child's body. (70.a.1)
- Hit, spank, beat, shake, pinch, or any other measure that produces physical discomfort. Cruel, harsh, unusual, humiliating, or frightening methods of discipline, including threatening the use of physical punishment. (70.a.2)
- Placement in a locked or dark room. (70.a.3)
- Public or private humiliation, yelling, or abusive or profane language. (70.a.4) Caregivers shall not associate disciplinary action or rewards with rest. (70.a.4a)
- Caregivers shall not associate disciplinary action with food or use food as a reward. Caregivers shall not associate disciplinary action or humiliate a child in regard to toileting. (70.a.5)

Caregivers shall not:

- use time out for any child less than three (3) years of age; use time out for any purpose other than to enable the child to regain control; (70.b.1)
- physically restrain children except: (70.b.2)
  - when it is necessary to ensure their own safety or that of others; (70.b.2.a) and
  - only for as long as is necessary for control of the situation; and use punishment to correct unacceptable behavior. (70.b.2.b)

At no time will food, rest or toileting be associated with positive or negative behavioral consequences. "Time-outs" will not be used for any child, but rather, a quiet corner/area will be provided in each class room where any child may choose to rest or be alone, especially when a child needs to calm down or is not following safety rules. A child will be physically restrained only when it is necessary to protect the safety and health of the child, or others. Appropriate, trained physical restraint methods will be used, and only for as long as it is necessary for control of the situation. Removal of a child from the group for disciplinary or health reasons shall be to a location where visual supervision by team members will be maintained.

Because Family Partnership is important to us, we do communicate your child's behavior daily. However, we recognize that certain behaviors occur naturally at specific stages of development. Your child's teachers accommodate for this in their communication with you. Please make your child's primary caregiver aware of any specific concerns or behavior management techniques that you are seeing or using at home. Recurring disciplinary problems will be addressed with parents and a child-specific behavior management plan will be created and put into action. All reoccurring behavioral issues are documented in the child's record.

Some children become "stuck" for a while in a behavior pattern or syndrome and it is frustrating for the parents of victims that are unable to "fix" the child quickly or to terminate enrollment. We try to make every effort to extinguish the behavior quickly and to balance our commitment to the family of the aggressive or biting child to that of other families. Only after we feel we have made every effort to make the program work for the child, do we consider asking a family to choose other alternative care.

Please sign below, acknowledging that you have received, read, and agree to our Behavior Guidance Policies.

Child/ren's Names: \_\_\_\_\_

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