**Guidance and Discipline Policy**

Willow Wood Preschool emphasizes three age appropriate rules for our students:

1. Keep your friends and teachers safe (Be kind to other children and adults)
2. Keep yourself safe (Be kind to yourself)
3. Take good care of the toys and equipment

So the child knows what is expected throughout their day, we strive for daily structure and routine. We strive for consistency of expectations/rules, so the child will know what kind of behavior is appropriate at school. Our approaches are positive in nature:

1. Remind the child of our rules
2. Brainstorm with the child (if necessary), a better choice
3. Redirect the child to a different space or activity
4. Share a quiet time with a teacher (safety break or quiet corner)
5. Use visual charts, like “I feel…I need” charts

Willow Wood staff seek to model good choices through words and actions. 1) Gentle reminders, 2) having only a few important rules which are consistently enforced and 3) a knowledge of the capabilities of the children in the classroom all lend to helping preschool children learn self-discipline.

**Behavior Support Plan**

If at anytime of the year a child exhibits a repeated pattern of challenging behavior, the parents and teachers may meet to decide how to further support the child. This meeting is meant to further foster the partnership between the school and parents for the benefit of the child.

1. Willow Wood may implement a classroom behavior plan. This may include a chart, social story, solution board, etc.
2. Willow Wood may request a classroom observation by one of our TrueNorth staff to give teachers suggestions in order to better support the child in the classroom.
3. Willow Wood may suggest a screening or observation by the family’s home school district (if the child is 3 years old or older) or through EI (Early Intervention) if the child is under 3 years old. The qualified professional will then share the findings of the observation with the family and Willow Wood staff.
4. If the family refuses an observation or refuses their home district’s recommendation placement and/or if the child’s needs cannot be met by the child’s teaching team, Willow Wood has the right to require parents to assume financial responsibility in providing a 1:1 aide for their child.

**Temporary Removal**

Willow Wood may contact the parents of a child who has caused harm to himself, another child, or a staff member. The parents may need to come to the school to take the child home for the remainder of the day.

**(see next side)**

**Program Transition Plan**

If, after exhausting the Behavioral Support Plan, the current placement does not meet a child’s needs or the child is seriously jeopardizing the ability of the other children to benefit from the program, Willow Wood will collaborate with the child’s family and qualified professionals to determine alternate placement options most likely to ensure the child’s success.

Willow Wood will communicate with and support the parents and the staff of the future placement in order for the transition to be a positive one and have as little disruption to the child as possible.

The planned transition is in no way to be considered an expulsion.

written on 2/10/2022