

Behavior Policy Form

At Trinity Lutheran Preschool, we strive for positive behavior from educators and students alike. The Director/Teacher will explain behavior expectations to all children on the first day of school. Behavior expectations are as follows:

Participants must

- ***respect themselves, other children, staff, facility, and supplies/equipment***
- ***follow directions***
- ***Have fun!***
- ***Give positive encouragement to self and others***

Trinity Lutheran Preschool (TLP) WILL NOT tolerate aggressive behavior, such as hitting, kicking, biting, etc.

Aggressive behavior does not include running, not sitting still, not keeping hands to self, etc. In cases such as these, discipline may be used in the form of time-outs.

If your child engages in behaviors that are unsafe and/or disruptive and may endanger himself/herself or another participant, or interfere with the successful completion of the program, the procedures outlined below will be followed. **The Preschool Board has the right to intervene at any time during the process. As parents, you have the right to request a meeting with the Preschool Board.**

1. The Director/Teacher will give the child an explanation of his/her aggressive behavior and a warning that includes further consequences if the behavior continues. If the aggressive behavior continues, the child will be given a time-out and the child will be placed away from the group for at least five minutes. The Director/Teacher will inform the child's parent/guardian of his/her actions via phone call or upon arrival at pick-up.
2. On the second offense, the parent/guardian will be contacted about the specific incident at the end of the day or sooner as deemed appropriate by the teacher.
3. On the third offense, the parent/guardian will be contacted, and the child must be immediately removed from the preschool for the remainder of the day. At this point, seeking assistance for the child's behavior is strongly recommended. The Director/Teacher can provide information on how to access community resources. A meeting will be scheduled, including the parent/guardian, TLP staff member, and Preschool Board Member, to discuss a behavior plan and implementation. The child may not return until the plan is established.

4. On the fourth offense, the child will not be allowed to return to TLP for the remainder of the school year.

Once the child has been permanently removed from the classroom, he/she may be allowed to enroll in TLP the following school year, but must submit to a probationary period. Enforcement will be determined at the discretion of the Preschool.

This policy protects the rights of the teachers and the rights of other children in our care. The educators will do their best to exemplify positive behavior, and students are commended for meeting and exceeding expectations.

This form reiterates the Behavior Policy outlined in the Parent Handbook.

- ☐ Please check the box if you have received and reviewed the Trinity Lutheran Parent Handbook

What are effective ways to help your child maintain positive behavior?

Parent/Guardian Name: _____ Date: _____

Parent/Guardian Name: _____ Date: _____

Please send the completed form to Trinity Lutheran Preschool at the mailing address provided or via email to preschool@tlcmadison.com.