

HOWELL TOWNSHIP POLICE ATHLETIC LEAGUE

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www.howellpal.org



DISCIPLINE POLICY

The intent of the PAL implementation of a discipline policy and the methods employed by staff to guide and discipline children are designed to be positive, to be consistent, and to lead to the child's ability to develop and maintain control.

Staff will not discipline a child for failing to eat or for soiling himself or herself.

Staff will not administer or allow withholding of food or emotional response, abusive language, frightening treatment, hitting, shaking, or corporal punishment.

"Time Out" may be used. Please be advised: "Time Out" is not a punishment, but rather as the name suggests, it is a time when the child may be removed from a situation, a time to calm down and a time for the child to collect his or her thoughts and to compose themselves before rejoining the larger group. Inappropriate behaviors will be discussed with the child in an effort to have the child recognize the behavior as inappropriate and to avoid repeated similar behaviors.

Staff will document all behavioral issues, discuss all incidents with the child parent or guardian, and forward all documentation to the PAL Program Director.

If the PAL identifies a child with repeated behavioral issues, the PAL will take the following progressive steps. First, the PAL will request a meeting with the parent or guardian to cooperatively discuss methods to reduce or eliminate the behaviors in question. The parent or guardian, and the child if age appropriate, will review a written Code of Conduct outlining the inappropriate behaviors and expected changes in behavior. The parent or guardian, and child, will be instructed to sign a Behavioral Contract. By signing this contract, the parent/guardian and child agree to all conditions set therein. Failure to then abide by the contract provisions will lead to suspension and/or expulsion.

Should a difficult situation arise, or continues, whereby the child repeatedly disrupts the ability of staff to manage the site or classroom, or damages property, or attempts to injure, or injures, himself or herself, another child, or a staff member, a suspension or expulsion of the child will be enforced. The length of suspension or immediate expulsion will be at the discretion of the Executive Director and Program Director. The decision will be based on the frequency and the severity of the misconduct.

If a child is expelled from our PAL licensed childcare, the child will also be immediately expelled from all other PAL sponsored activities.

If it is determined that a child in our care has made a direct threat to harm another, or a direct threat to bring harm to a childcare center, either verbally, in writing or via social media, the Howell Township Police Department will be immediately notified.

SUSPENSION AND EXPULSION

Unfortunately, there may arise issues and behaviors that compel the PAL to suspend or expel a child in our care. Please review the following actions, noting that they are in no way all inclusive:

Parent/Guardian Action Leading to Suspension/Expulsion:

- Failure to complete all required forms, as mandated by the PAL Main Office and/or childcare site.
- Repeated tardiness when picking up your child from care.
- Repeated late payments to the PAL Finance Department.
- Repeated returned checks for payment to the PAL Finance Department.
- Failure to make scheduled payments to the PAL Finance Department.
- Verbal and/or physical abuse toward a child not your own, in PAL care.
- Verbal and/or physical abuse toward any PAL staff member.

Parent/Guardian/Authorized Individual Conduct:

Parents, guardians and individuals authorized to drop off or pick up children in PAL care are to conduct themselves in an appropriate manner that is consistent with the ideals and expectations of the Howell Township Police Athletic League.

Parents and/or guardians may request a meeting with Site Supervisors or Coordinators to discuss any issue that may arise of concern.

Child Action Leading to Suspension or Expulsion:

- Failure of a child to adjust to a childcare environment.
- Repeated instances of bullying.
- Excessive biting.
- Inability to keep their hands to themselves.
- Verbal and/or physical abuse toward another child in our care.
- Verbal and/or physical abuse toward any PAL staff member.

While every effort will be made to assimilate your child into our childcare setting, be advised that inappropriate action and behavior will lead to disciplinary action and consequences.

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