

NORTH CAROLINA LAW ON DISCIPLINE

The person who conducts the enrollment conference shall explain the facility's practices to each child's parent(s), guardian, or full-time custodian at the time of enrollment. Each parent, guardian or full time custodian must sign a statement which then attests that the facility's discipline practices were discussed with him/her. The statement must bear the child's name, the date of enrollment, and if different, the date the parent, guardian, or full time custodian signed the statement. The signed, dated statement must be in the child's report and remain on file in the facility as long as the child is enrolled.

No child shall be subjected to any form of corporal punishment by owner/operator, director, or staff of any day care facility. For the purpose of this rule, "staff" shall mean any regular or substitute caregiver, any volunteer, any auxiliary personnel, such as: cooks, secretaries, janitors, maids, vehicle driver, etc.

- a. No child shall be handled roughly in any way, including shaking, pushing, shoving, pinching, slapping, biting, kicking, or spanking.
- b. No child shall ever be placed in a locked room, closet, or box.
- c. No discipline shall ever be delegated to another child.

Discipline shall in no way be related to food, rest or toileting.

- a. No food shall be withheld, or given as a means of discipline.
- b. No child shall ever be disciplined for lapses in toilette training.
- c. No child shall ever be disciplined for not sleeping during rest time.

CHILD'S NAME _____

DATE ENROLLED _____

Discipline Statement:

I have received a copy of Children's Academy discipline policy and procedures and have discussed it with the management of the child care center. I have also received a copy of the summary of the North Carolina Child Day Care Law and Rules. I understand and agree to these practices and procedures as stated.

PARENT'S SIGNATURE

DATE

DIRECTOR'S SIGNATURE

DATE

DISCIPLINE POLICIES AND PROCEDURES

Teachers must maintain control of their children at all times. Thoughtful planning and preparation will prevent many discipline problems from ever occurring. Children must be involved in activities throughout the entire day. Most problems occur when the children are bored and have idle time on their hands. Transition periods are potentially difficult times for your children, therefore the teacher needs to let them know what is expected of them ahead of time. Try to think of fun ways to change from one activity to another so you can keep their attention focused in a positive manner.

Be aware of potential problems: This way you may be able to stop a problem before it starts.

Use indirect guidance as a preventive measure. This means to arrange the environment to prevent misbehavior. Arrange children's seats and places in line so that the children who get along well with each other are close together. Disruptive children should not be mixed with cooperative ones.

Direct guidance should follow the following procedures:

State the desired behavior in a positive way on the first offense.

Use time out on second offense.

Reinforce appropriate behavior as soon after time out as possible.

Time out is used when a child's behavior becomes so disruptive that it interferes with the normal flow of activities. Time out should be used as a last resort or when a child's behavior endangers himself, his classmates or his environment. If a child throws or hits with an object, or bites, he should visit the time out area immediately.

When a child fights without objects, redirect the attention on something positive to divert the hostility. Do not respond to other's tattling, only intervene when a negative behavior is observed. Investigate the incident without making accusations.

BE CONSISTENT !!!

The following steps are suggested:

1. Try non-verbally to discourage negative behavior.
2. Verbally remind the child of the classroom rules he is breaking.
3. Reposition the child near yourself, away from the distractive situation.
4. If there continues to be a problem, have the child sit in the designated time out area.