

Diakonia Preschools Behavior Guidelines

Proper social and physical behavior is expected during program hours. The minimum standard for attendance at Diakonia Preschools includes the expectation that children will interact with the adults and their peers in a manner than fulfills basic safety guarantees for everyone. Therefore, Diakonia Preschools reserve the right to request the withdrawal of any child in order to protect the health, safety and welfare of all those who are in our care. If a participant's behavior is harmful to others or self (kicking, biting, hitting, self-abuse, inappropriate verbal communication, refusal to stay with group or adhere to safety procedures), the guidelines are as follows:

1. First incident will result in explanation of expected behavior/"better choices chair" when indicated and parent/guardian will be informed and may be called to pick up participant immediately, depending on the severity of the behavior. Written documentation will be provided for file and parent.
2. Second incident will result in explanation of expected behavior/"better choices chair" when indicated and parent/guardian will be informed and may be called to pick up participant immediately, depending on the severity of the behavior. In order for the child to attend field trips and/or special activities a parent or guardian must accompany the child and provide their own transportation on all field trips or special activities. Written documentation will be provided for file and parent.
3. Third incident will result in explanation of expected behavior/"better choices chair" when necessary and parent/guardian may be called to pick up participant immediately, depending on the severity of the behavior. Written documentation will be provided for file and parent. After the third offense the parent or guardian will be required to have the child professionally evaluated by specialists to determine therapies or interventions to aid the child in achieving success in a school environment. We commend **(1) *The Child Development Center or Aspen Pointe AND (2) the local school district Child Find*** to obtain evaluation and recommendations. **During this evaluation period the child may not attend school.** An Information Release form will be initiated by Diakonia Preschools to enable staff to share pertinent information with the specialist, therapist, and Child Find.

In order to return to our program, a written recommendation by one or more professionals (NOT a pediatrician) will be necessary and must be accompanied by a written behavior plan. ***In some cases we may request an evaluation from your therapist, on-site in our classroom.*** Further, Diakonia staff must have access to behavior plans, therapies, and written assessments by the evaluators, professionals, and or therapists in order to return to preschool. This ensures that all parties involved in the care of your child are providing consistency by following the same protocols and working toward the same goals using similar language and techniques to encourage your child's success. In some cases, a professional will recommend an alternate school placement that may be able to provide therapies on-site in order to provide your child the intervention necessary for success on a daily basis. Diakonia will fully support the smooth transition of your student to another program when it is in the best interest of the child.

Because paperwork, evaluations, and follow-up therapies take time, we will request regular updates as you go through this process. We will offer our services to help fill out paperwork and attend evaluations or meetings. We realize this can be an overwhelming process and want to assist all families and their children in getting the best results. However, a permanent spot ***cannot*** be held at our Diakonia preschool beyond 30 days without written consent from the Diakonia, Director of Preschool Operations. The 30 days will begin the first day of the third offense. ***Tuition payments are due during this time to hold your child's place in school and refunds are not offered when transferring to new school.***

Child's Name

Date of Birth

Parent/Guardian's Signature

Today's Date