



BEHAVIOR MANAGEMENT PLAN ***PRE-SCHOOL (ages 2 to 5)***

All Highpoint students are expected to abide by the Rules & Regulations stated in our *INFORMATION MANUAL and SCHOOL POLICIES for PARENTS and STUDENTS*. Students are expected to behave in a manner appropriate for their age group and environment. Teachers will work cooperatively with Parents to assure a smooth transition to the education process and to make sure that students learn and grow emotionally as well as academically.

ACTIONS TAKEN BY TEACHERS WHEN A CHILD IS NOT BEHAVING APPROPRIATELY OR IS BEING DISRUPTIVE:

- a. Immediately after the child misbehaves or fails to abide by a particular rule, the Teacher will speak to the child and ask him/her if he/she is aware of what they did wrong. Depending on child's age, Teacher may discuss strategies to avoid repetitive behavior.
- b. In cases of continuous misbehavior or acts of aggression, bullying, harassment or destruction to property, Teacher will log details of the incident, will send a Note or e-mail to Parents and will inform the Dean and/or Administration Member.
- c. Teacher may also report the incident to the schools' Dean of Students. The Dean will speak with the child and document incident accordingly. A decision will then be made with regard to consequences. Child may also be taken to the Principal's Office and if necessary, Parents may be called for a staffing with the Principal, Teacher and/or Dean.

CONSEQUENCES:

- a. The child may be placed on "quiet time" in the "thinking chair" inside the classroom for a maximum time of minutes that matches the child's age. *(The child will not be sent out of the class or made to stand in the hall at any time.)*
- b. The child may also lose the privilege of outdoor or indoor playtime.
- c. A Pre-School student may be asked to withdraw from the school if they're disruptive, if they leave school grounds without permission or if their behavior poses a threat to the well being of another student or Faculty Member.

TEACHERS UNDERSTAND THAT:

- a. They are encouraged to use as much "positive reinforcement" as possible.
- b. All forms of physical, verbal or emotional type of abuse is strictly prohibited.
- c. Children cannot be disciplined by taking away their food or snacks.
- d. Children cannot be used as negative examples in front of other children.
- e. Children must be reprimanded in a respectful manner.
- f. Negative or derogatory words cannot be applied to a child.
- g. Teachers will maintain low and controlled voices and will speak tenderly and lovingly to Children.
- h. Teachers shall communicate with Parents as often as possible and shall complete a "Daily Behavior Log" for Parents when and if they feel it's necessary.

NOTES:

Age-appropriate incidents of misbehavior will not necessarily be reported to Parents on a daily basis. Incidents of serious unacceptable misbehavior will be reported to Parents and will be documented in writing, detailing date, time and details regarding the incident.

WE ENCOURAGE OUR HIGHPOINT PARENTS TO USE SIMILAR PROCEDURES TO ENCOURAGE POSITIVE BEHAVIOR AT HOME AS WELL AS IN SCHOOL. OUR MUTUAL GOAL IS FOR ALL OUR STUDENTS TO GROW UP TO BE RESPECTFUL, LAW ABIDING CITIZENS!