

SCHOOL:



SESSION:

## DISCIPLINE & RESPONSIBILITY POLICY

**GOALS:** The goal of the STAR Program is to provide every child with a happy, safe, and enriching experience everyday. In order to achieve our goal, we need the full cooperation and support of every parent and child. By working together, we can teach the children the skills that will help them make sound decisions and be successful in their social development.

**DISCIPLINE POLICY:** Dictionary definition of discipline: To guide, train, practice, correct, and teach. The STAR Program follows the “STAR CAN DO DISCIPLINE PROGRAM.” This highly-acclaimed system uses a positive approach for guiding children. All staff members are required to take this training. The Can Do Discipline training has three components: the Rules, the Reward System, and the Consequences.

**THE RULES:** Come directly to STAR, Follow directions, Stay in your area, Respect others: no fighting, inappropriate physical contact, name calling or other activities that take the right to be happy away from any child. No inappropriate behavior or touching, including gestures and signals. Respect the property of others.

**THE REWARD SYSTEM:** Each STAR Program will implement a reward system to positively reward good behavior.

**CONSEQUENCES:** If a child chooses to repeatedly break the rules, a formal meeting with the parent will be set up. If the child breaks the rules after this meeting, a one-day suspension will follow. Any further infractions of the rules will result in the cancellation of the child’s registration.

**BATHROOM PROCEDURES:** Children are taken to the bathroom on a regular basis or as needed. A staff member will accompany each child to the bathroom. Restrooms are to be used for their intended purpose only. Restrooms are not an area for play!

**MORE SERIOUS BEHAVIOR & CONSEQUENCES:** Biting, spitting, bullying tactics, teasing, intimidation through threats, physical fights, leaving the group or campus, defacing property, vandalism, lying, stealing, making false accusations, swearing, blatant disrespect for children, parents, and staff are considered more serious offenses. A first time infraction shall result in an immediate one-day suspension, and a second time infraction will result in the non-refundable cancellation of registration. Parents may be called to pick up their child immediately from the program if the child is out of control and will not follow instructions. Any behavior that endangers the children or staff will be cause for immediate cancellation of registration.

### PARENT RESPONSIBILITY

Your cooperation is needed in the following areas:

- Direct your child to come directly to the program on days enrolled
- Your child must be signed in and/or out every day by an authorized adult listed on your contract. Your child will not be released otherwise.
- Go over the rules with your child
- If corrective actions are needed, such as suspension, please follow up at home with a discussion about the issue at hand. Be supportive. We are working together for the welfare and healthy development of your child’s social skills.
- Parents are their children’s first teachers and primary role models. Any parent who uses abusive language or behavior towards staff, other parents, and/or children risks registration cancellation.
- Parents are not allowed to confront other children about any incident. The law protects children from this type of action.

### HEALTH AWARENESS

STAR follows closely all LA County guidelines and will notify parents and students accordingly when we are informed of any changes.

**IMPORTANT:** To ensure we are providing the best service possible for the children, we review our policies and procedures on a regular basis. Therefore, this contract may be modified at any time.

I have read and understood the Discipline and Responsibility Policy of the STAR Program and hereby agree to follow the terms stated in these policies.

Parent’s Name (please print): \_\_\_\_\_

Parent’s Signature: \_\_\_\_\_

Child’s Name: \_\_\_\_\_

Date: \_\_\_\_\_