

# The Villages® *Early Learning Company*

## Removal/Expulsion Policy

At TVELC, we are focused on providing a safe educational environment for all of our students. Unfortunately, there are times we have to ask that a child be removed from our program either on a short term or permanent basis. We will do everything possible to work with the family of the child(ren) in order to prevent this policy from being enforced. This policy is in effect all year, including camp programs.

### WHEN A CHILD IS HAVING A PROBLEM IN THE CLASSROOM/GROUP SETTING

Staff will try to redirect child from negative behavior.  
Staff will reassess the classroom environment, appropriateness of activities, and levels of supervision.  
Staff will always use positive methods and language while disciplining children.  
Staff will praise appropriate behaviors.  
Staff will consistently apply consequences for rules.  
Child will be given verbal warnings.  
Child will be given time to regain control.  
Child's disruptive behavior will be documented and maintained in confidentiality.  
Parent/guardian will be notified verbally.  
Parent/guardian will be given written copies of the disruptive escalated behaviors that might lead to expulsion.  
The director, classroom staff, and parent/guardian will have a conference(s) to discuss how to promote positive behaviors.

### PARENTAL ACTIONS THAT WARRANT A CHILD'S EXPULSION

Failure to pay/habitual lateness in payment  
Repeated lateness in pick-up past closing or delay when notified to pick-up ill/injured child  
Failure to complete required forms including maintaining the child's current immunization/health records  
Verbal abuse to students/staff  
Parent threatens physical or intimidating actions toward staff members or others

### CHILD'S ACTIONS THAT WARRANT AN EXPULSION

Failure of child to adjust to the classroom environment after a reasonable amount of time  
Uncontrollable tantrums/angry outbursts  
Ongoing physical abuse/harm to staff or other children or threats of physical harm towards others  
Unsafe behavior such as running from staff/building  
Not being fully potty trained (required for ECC)

### SCHEDULE OF EXPULSION

If remedial actions (such as those listed above) have not worked, the child's parent/guardian will be advised about the child's or parent's behavior warranting an expulsion. An expulsion action is meant to be a period of time so the parent/guardian may work on the behavior/to allow time for the child to develop self-regulation skills/to develop a plan/agreement with the school. The parent/guardian will be informed regarding the length of the expulsion. The parent/guardian will be informed about the expected behavioral changes required in order for the child/parent to return to the school.