

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 and adjust as necessary
- Staff will always use positive methods and language while disciplining children.
- Staff will praise appropriate behaviors.
- Staff will consistently apply consequences for rules.
- Children will be given verbal warnings.
- Children will be given time to regain control.
- A child's disruptive behavior will be documented and maintained in confidentiality.
- A parent/guardian will be notified verbally or in writing of concerns.
- Parent/guardian will be given written copies of disruptive/escalated behaviors that might lead to removal.
- The director, teacher/classroom staff, and parent/guardian will have a conference(s) to discuss how to promote positive behaviors in an attempt to avoid removal.

SCHEDULE OF REMOVAL/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 a removal/expulsion. The 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 removal/expulsion. The parent/guardian will be informed about the expected behavioral changes required in order for the child/parent to return to TVELC.

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)