



EXPULSION POLICY

Child's Name:	Date of Birth:
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Unfortunately, there are sometimes reasons we must expel a child from our program either on a short term or permanent basis. We want you to know we will do everything possible to work with the family of the child(ren) to prevent this policy from being enforced.

The following are reasons we may have to expel or suspend a child from this center:

IMMEDIATE CAUSES FOR EXPULSION

- The child is at risk of causing serious injury to other children or himself/herself.
- Parent threatens physical or intimidating actions toward staff members.
- Parent verbally abuses staff in the presence of enrolled children

PARENTAL ACTIONS FOR CHILD'S EXPULSION

- Failure to pay/habitual lateness in payments, if applicable.
- Failure to complete required forms including the child's immunization records.
- Habitual tardiness when picking up your child.
- Verbal or physical abuse of staff.

CHILD'S ACTIONS FOR EXPULSION:

- Failure of child to adjust after a reasonable amount of time.
- Uncontrollable tantrums/ angry outbursts.
- Ongoing physical or verbal abuse of staff or other children.
- Excessive biting or other similar or unacceptable behavior.

MEASURES TO AVERT EXPULSION

After the remedial actions above have not worked, the child's parent/guardian will be advised verbally and in writing about the behavior warranting expulsion. A short-term expulsion action is meant to be a period of time that the parent/guardian may work on the behavior or to come to an agreement with the center.

The parent/guardian will be informed of the length of the expulsion period and the expected behavioral changes required for the child to return to the center. The parent/guardian will be given a specific expulsion date that allows for sufficient time to seek alternate childcare (approximately one to two weeks' notice depending on risk to other children's welfare or safety). Failure of the child/parent to satisfy the terms of the plan may result in permanent expulsion from the center.

A CHILD MAY NOT BE EXPELLED BECAUSE A PARENT/GUARDIAN

- Made a complaint to the Office of Licensing regarding a center's alleged violations of the licensing requirements.
- Reported abuse or neglect occurring at the center.
- Questioned the center regarding policies and procedures.
- Has not been given sufficient time to make other childcare arrangements.

PROACTIVE ACTIONS THE CENTER WILL PRACTICE TO PREVENT EXPULSION

- Try to redirect child from negative behavior.
- Reassess classroom environment, appropriateness of activities, supervision.
- Continue to use positive methods and language while disciplining children.
- Praise appropriate behaviors.
- Consistently apply consequences for rules.
- Give the child verbal warnings.
- Give the child time to regain control.
- Document the child's disruptive behavior and maintain confidentiality.
- Give the parent/guardian written copies of the disruptive behavior that might lead to expulsion.
- Schedule a conference including the director, classroom staff, and parent/guardian to discuss how to promote positive behaviors.
- Give the parent literature of other resources regarding methods of improving behavior.
- Recommend an evaluation by professional consultation on premises.
- Recommend an evaluation by local school district study team.

Parent's Name: _____

Parent's Signature: _____

Date: _____