

## DISCIPLINE POLICY

At SPACE we want all of our students, staff and volunteers to feel safe physically, mentally and emotionally.

At the first class meeting we agree, with the students, on rules that will support this goal. Our agreements always include:

- respecting each other -- no name calling, teasing, touching
- helping -- saying what we appreciate about each other and laughing *with* our friends, not *at* them
- cooperating -- practicing various ways of decision making
- listening -- hearing ideas without judging or commenting on them

When a child is having difficulty honoring the agreements, we will, privately with child:

- spend time listening to child's perspective of situation
- give specific suggestions for changing the behavior
- if more than one child is involved, agree on behaviors that help both feel safe
- give child "time in" with a staff person who can listen and support

Parents/guardians will be involved in the process from the first or second occurrence.

**SPACE has a zero tolerance for aggressive physical contact**, i.e., hitting, grabbing, pushing, pinching, shoving, slapping, biting, kicking or spitting. No tag is allowed during free play time. **If one child hits another, he or she is asked to leave the program.**

Understanding that there are always circumstances surrounding an incident, staff will discuss the behavior with all students involved and their parents. SPACE Co-Directors will make the final determination as to whether a child will be asked to leave. In some instances, if age appropriate, a child may be asked to research and write a short essay on violence versus other ways of problem solving.