



MONTESSORI ACADEMY
OF NORTH HOFFMAN

FREEMAN WEST HUNTINGTON FREEMAN EAST

DISCIPLINE POLICY

Name of the Student/Employee: _____

Montessori Academy of North Hoffman strives to provide a family-friendly environment that promotes independence, joy of learning, responsibility and respect for others.

Montessori Academy of North Hoffman believes that children need consistent and age-appropriate limits. The Montessori environment provides the opportunity for the child to develop inner discipline and responsibility in a loving and secure environment.

Each classroom discusses and posts agreed upon ground rules, as well as those set by the teacher for their classroom. Rules are also discussed for common areas such as the gym, playground, and cafeteria. In our 0-3 year-old classrooms, rules may be implied by the use of simple pictures. Behavior not consistent with these rules will be stopped with a verbal reminder of the rule. In some cases it will also be necessary to redirect the child to choose an alternate material or classmate to work with. Firm positive statements or redirection will be the acceptable techniques for infants and toddlers.

Children under 24 months will not be removed from the group. Working alone or sitting in a chair within the classroom proper is used for older children who need to gain control of their emotions and/or need time to observe role models among their classmates. The goal is for the child to recognize when he/she is ready to return to classroom activity. Removal from a group shall not exceed one minute for each year of age of the child. Preschool and school age children are first given the opportunity to resolve minor disagreements. Examples of conflict resolution are presented through dramatization during group activities as part of the curriculum. School-age children attempt to resolve conflicts through discussion between the children involved which includes a mediator when necessary.

In keeping with our general philosophy of respect for the child, Montessori Academy of North Hoffman does not permit corporal punishment intended to induce physical pain or fear in any form, punishment for lapses in toilet-training, threatened or actual withholding of food, clothing, warmth, light, rest, medical care, or use of the bathroom, the use of abusive or profane language, ridicule, embarrassment, humiliation or any form of emotional abuse.

If repeated inappropriate behavior continues, we will follow these procedures:

- 1) Observe and document behavior and our efforts to correct the situation including Incident Reports to be signed by parents of all children involved in instances of biting, hitting or physical violence.
- 2) Head teachers and administration will schedule a conference with parents in order to offer guidance and to develop a specific plan of action which will be used by all staff who relate to the child.
- 3) If outside counseling is needed, the staff will work closely with these professionals to develop and implement a plan.
- 4) Parents will be asked to disenroll their child if all efforts are unsuccessful.

Montessori Academy of North Hoffman reserves the right to disenroll a child at any time if their behavior poses a significant risk to the health or safety of another child or staff member.

Addendum to Discipline Policy

Any child who after attempts have been made to meet the child's individual needs, demonstrates the inability to benefit from the school's program or whose presence is detrimental to the group will be disenrolled. In all instances, if the school decides that it is in the best interest of the child to terminate enrollment the child's and parent's needs will be considered. Plans, including referrals to agencies, will be made with the parents to meet the child's needs following disenrollment.

I have read and understand these policies and received a copy of the Parent Handbook.

Signature _____ Date _____