

Standards of behavior in KidZone parallel those in the school classroom. Children are expected to respect the staff and to follow their direction. All rules are directed toward avoiding injury to persons or property while insuring fairness. To ensure a safe, courteous and cooperative environment, the following Discipline Program will be followed and the Behavior / Discipline Contract enforced by the KidZone staff of the La Habra City School District Childcare Program. Please review this with your child, complete the Behavior / Discipline Contract and return it to the Kidzone Supervisor prior to first day of attendance.

### **KidZone Rules**

We follow directions given by an adult.

We keep our hands, feet, mouths, and objects to ourselves.

We play in assigned areas only.

We use the buddy system.

We make proper use of all facilities including restrooms.

We use all materials supplies and indoor or outdoor equipment in a responsible manner.

We always treat ourselves and others with respect and never use foul language, call names, tease, or bully others.

### **Appropriate Behavior**

KidZone uses the reward system to recognize, acknowledge, and support the student's choice in using good behavior. Monthly awards, weekly meetings, verbal praise and recognition as well as notes to parents are used and have shown to be successful.

### **Inappropriate Behavior**

Examples of unacceptable / inappropriate behaviors include: Not following directions given by staff, leaving the assigned play area without permission, going to the restroom without a buddy, use of inappropriate language, threatening the health and safety of others, hitting/kicking/scratching/biting/choking others, throwing rocks, dirt, sand, sticks, etc. at others, stealing, damaging or destroying property, general disrespect or defiance, noncooperation. If a child is deemed to be out of control, the parent/guardian will be called to immediately come to pick up the child for the remainder of the day. Children who have repeated difficulty behaving appropriately will be temporarily suspended or permanently dismissed from the program. Children who are suspended or dismissed from school cannot attend the KidZone site. Children, who have been suspended from the school bus, must be picked up and taken to school by the parent.

**The following steps may be applied for inappropriate behavior:**

- Step One:** Child is given a verbal warning and instructed to correct his/her behavior.
- Step Two:** Child is put on a "time away", from the activity or from other children.
- Step Three:** Child is put on a second "time away" given a pink slip (written warning) and parents are notified. Parents are expected to discuss the inappropriate behavior with their child and work with the childcare staff to stop the misbehaviors.

Depending upon the seriousness of the behavior, written warnings and /or "time away" may be given immediately as determined by the Kidzone staff. If the Supervisor/ Lead decide it is necessary to remove the child from the program, the parent will be called to pick up their child immediately.

**Suspension or Termination (Student)**

- If a student receives three (3) written warnings within a two-week period, parents/guardian will be given the first notice of possible termination from the program. The student may be suspended from the program for up to five (5) days.
- The next written warning received by the student will lead to the parents receiving the second notice of possible termination from the program and a mandatory five (5) day suspension from the program. Parents / guardian will be required to contact the Supervisor/ Lead and schedule a meeting to discuss a specific plan to correct the child's behavior.
- The child may not return to the KidZone Program until the conference has been held.
- The next written warning following the conference between the Supervisor/Lead and the parents will result in the child being terminated from the KidZone Program.
- **Immediate suspension or termination from the KidZone Program may occur if, in the opinion of the Supervisor and / or Site Lead, your child's behavior poses a danger/threat to him/herself others or to property, or if your child is willfully defiant of staff and/or KidZone rules and procedures.**
- Suspension and /or termination from the KidZone program may also take place if a student has continual and repeated violations of program rules / procedures.

**Suspension or Termination (Parent)**

The KidZone Program reserves the right to suspend and / or terminate participants due to the actions of parents and guardians. Suspension and /or termination may occur for any of the following:

- **Repeatedly being late in picking up children from the KidZone Program**
- **Repeatedly being late and / or for non-payment of the tuition fees.**
- **Inappropriate behavior towards KidZone Staff or other school district employees, use of inappropriate language, being verbally or physically threatening, aggressive or intimidating, any physical aggression and / or damage to property.**
- **Disregard for or refusal to follow KidZone Program's procedures and guidelines.**

**I agree to follow the expectations and rules of the La Habra City School District KidZone Program and will follow the directions of the staff.**

**Student Signature \_\_\_\_\_ Date \_\_\_\_\_**

**I have read the Behavior Contract and have discussed it with my child. I agree to abide by this contract and to support the KidZone Staff as it may pertain to these rules and expectations.**

\_\_\_\_\_  
**Signature of Parent / Guardian** **Date**

**Staff \_\_\_\_\_ Date \_\_\_\_\_**