



Guidance and Discipline Policies

Guidance and discipline in Kids Klub Centre is provided to ensure a safe and healthy learning environment in which each child can feel secure, respected and valued. Each child will be encouraged and supported to develop positive relationships with peers and staff. Staff will strive to be positive role models, showing respect for children, parents, co-workers and their environment. To this end, parents/guardians can expect that staff will:

- Demonstrate physical interaction as well as provide clear, simple and consistent limits regarding appropriate behaviors within the Centre; such limits will be offered in a positive manner.
- Harsh or belittling language will not be used at any time.
- **Physical punishment will not be used at any time.**

Kids Klub Staff will use the following intervention strategies to help correct inappropriate behavior and encourage suitable behavior:

1. Give verbal direction or re-direction as the main and first means of guidance and discipline.
2. Clearly communicate the expectations of each child and the logical consequences of inappropriate behavior.

For example... when a child uses physical aggressions as a means of expressing anger, we would...

- Acknowledge the child's feelings and remind the child that we cannot allow anyone to hurt anyone else in Kids Klub.
 - Model problem solving skills by explaining that other children do not like to be hurt and that the other child may not understand what the first child was upset about. We would then ask the child to tell the other child with words why he or she is angry. Together with the support of the staff, the children will be given the opportunity to work through the situation.
3. Provide an opportunity for the child to have some "time away" if they need to gain self-control.

Time away is a method used to show children that being redirected from an unfavorable situation to a more calming area allows them to manage their own behaviours. When a child displays the same inappropriate behavior repeatedly, even after verbal intervention by staff, the child is given the choice to either change the inappropriate behaviour or leave the activity they are involved in and go to a quiet

space in another area of the room. The staff will go, when the child is calmer, and discuss better ways to solve his/ her problem in the future, and/or engage the child in a dialogue on this subject. When the child has regained control of his/her emotional and physical state, the staff person will invite the child to participate in the activity with the group.

In addition, Kids Klub staff will:

1. Strive to recognize and identify the child's feelings in situations that may cause difficulties for her/him.
2. Supervise the child at all times and will not remove the child to an unsupervised area as a means of discipline.

Parents/guardians are encouraged to question staff if they are unclear about the handling of any incident within the Centre. As partners guiding your child through these key development years, it is desirable that staff and parents work closely and honestly together. Staff will be pleased to discuss any questions you may have about any aspect of the Guidance and Discipline guidelines.

3. For children requiring extra support

- * A care plan must be developed with the help of the parents and health care professionals that include all of the VIHA required information as outlined in the Child Care Licensing Regulations.
- * Care Plans must be reviewed annually.
- * All Staff working at the center must be made aware of care plans that have been put in place.