

Project Extend
Disruptive/Inappropriate Behavior and Termination of Agreement to Provide Care

In the interest of safety and enjoyment for all, disruptive and inappropriate behaviors will not be tolerated. Examples of disruptive behaviors include, but are not limited to the following: hitting, fighting, failure to comply with staff directions, unsuitable language, leaving the program, possession of a weapon and possession of or use of alcohol or drugs. If a child requires discipline for a behavior, he will be verbally warned that the behavior cannot continue. A parent or other contact person will be called to remove a child from the program, if necessary.

- On-site discipline may include time out and/or reduction of privileges.
- Staff will try to re-direct children from negative behavior.
- Staff will use positive language when disciplining a child.
- Parents will be notified of disruptive behavior by a parent conference and/or by written incident forms.
- Project Extend will maintain on file a record of the circumstances regarding disruptive behavior, parental notification and corrective action taken.
- The previous information outlines basic parameters and consequences for disruptive or inappropriate behavior. Consequences may be altered at the discretion of the Program Coordinator.
- Project Extend meets in the Township of Ocean School Buildings and our participants are subject to school rules as outlined in the Township of Ocean School District Handbook.

Unfortunately, there are sometimes when the relationship between the child-care provider (Project Extend) and the parent and child may not be beneficial. In those times, it will be the responsibility of Project Extend to terminate our agreement to provide care. The following are reasons we may expel a child from the program.

- Parental/Guardian Actions
 - Failure to pay/habitual lateness in payments.
 - Failure to complete required forms.
 - Habitual tardiness in picking up your child
 - Physical or verbal abuse to staff
 - Demonstration of lack of partnership with the program.
- Child's Actions
 - Failure to positively adjust/alter inappropriate behavior after a reasonable amount of time.
 - Uncontrollable tantrums/angry outbursts.
 - Physical or verbal abuse of other children or staff.
 - Failure to comply with staff directions.
- If remedial actions have not worked, the child's parents/guardians will be notified about the behavior warranting expulsion. If it is in the best interest of the child and the program, the parent will be given a specific expulsion date and length of expulsion period. That date will allow for an adequate amount of time to seek alternate child care. In matters of safety or welfare concerns as determined solely by the program, the child will be expelled immediately. The parent/guardian will be informed about the expected behavioral changes required in order for the child or parent to return to the program. Failure of the parent/guardian to satisfy the terms of the plan may result in permanent expulsion from the program. If a child is suspended or expelled from the program, fees are not refunded.

Project Extend will not expel a child based solely on the child's parent making a complaint to the Bureau of Licensing regarding a center's alleged violations of the licensing regulations, or questioning a center directly regarding policies and procedures.

The Human Services Department of the Township of Ocean offers counseling services at no charge to Township residents. Children exhibiting disruptive or unusual behavior may be referred to the Community Services Office. Residents or families can contact the counselors at the Human Services Department, 732-531-2600.