



High Rockies Community School

Preschool Positive Behavior Guidance & Program

Withdrawal Policy

Purpose

This policy states how High Rockies Community School Preschool supports children's behavior and social-emotional development, and the standard and process for formally withdrawing a child from the program when the program can no longer keep the child or others safe. The Board adopts this policy; the Executive Director administers it. Day-to-day guidance practices are carried out under the Preschool Operations Manual.

Positive Behavior Guidance

High Rockies Community School Preschool values every interaction with each child. Routines, teaching strategies, and behavior management encourage a positive environment that supports healthy, age-appropriate learning and development. Staff receive development focused on social-emotional growth and positive behavior guidance. Social-emotional teaching, including emotions, problem solving, approaching friends, empathy, and sharing, is part of everyday instruction.

When a child displays challenging behavior, staff redirect the child to a positive behavior, teach tools to manage the big emotions that may be at the root of the behavior, or modify the environment or routine to support a positive behavior. Staff use gentle words and prompt action to keep all children safe, guide conversations, and support problem solving so children build the skills to meet their needs and thrive in social settings.

The program does not use physical punishment, humiliation, or the withholding of food, rest, or toileting as discipline.

When Behavior Becomes Unsafe

When a challenging behavior becomes unsafe, causes harm to another child, or consistently puts the child at risk of injury or harm (for example, running off, hiding, or not returning to the group when requested), the following steps apply:

- Staff notify the parents or guardians and, together with them, create a written action plan.
- Parents are encouraged to use early childhood mental health consultant services, and the program may involve a consultant in the plan.
- The action plan is documented, given a specific timeline, and revisited as appropriate.
- If the behavior continues, parents are consulted again and clear guidelines and a timeline are set.

Program Withdrawal Standard

If, after the action-plan process above, a child is unable to remain safe within the care of the program, or the program cannot keep other children safe, services may be formally withdrawn from the family. Withdrawal is a last step, taken only after the documented action plan, parent consultation, and a reasonable timeline have not resolved the safety concern.

Immediate safety exception. Nothing in this policy prevents staff from taking immediate action, including separating children or contacting parents or emergency services, when a child's safety is at imminent risk.

Board adoption: Adopted by the HRCS Board of Directors on _____ (date).