



Early Childhood Programs
Forest Lake Area Schools - Community Education
Education Center
943 9th Ave SW
Forest Lake, MN 55025
651-982-8300

Behavior Guidance Procedure

Forest Lake Area Early Childhood Programs support children as they learn to function in social settings, develop positive self-concepts and self-control, and take responsibility for their behavior. Discipline is not a punishment but a guidance strategy responsive to the child's behaviors and encourages active participation in resolving the situation. Our guidance strategies support children as they learn appropriate ways to express their feelings, consider the feelings/needs of others, and be able to negotiate and resolve their conflicts and differences.

Staff Responsibilities:

- *Manage Student Behavior:* Implement strategies responsive to each child's behavior.
- *Promote Positive Behavior:* Encourage and reinforce positive behavior through praise and recognition.
- *Individualization:* Adapt strategies based on the child's age, developmental stage, and cultural background.

Parent/Guardians' Role:

- *Open Communication:* Regularly communicate with staff through face-to-face meetings or email updates.
- *Behavior Alerts:* Receive prompt notification of any concerning behavior or emerging patterns.
- *Parent Input:* Share insights and strategies that work effectively with your child.

Addressing Challenging Behaviors:

- *Observation and Documentation:* Maintain detailed records of behaviors, interventions used, and outcomes.
- *Collaboration:* Work collectively with all stakeholders, including parents, to address persistent behavioral challenges.
- *Behavioral Support Plan (BSP):* Develop a personalized plan outlining strategies, follow-up actions, and review schedules.
- *Seeking Additional Support:* Access external resources or specialists when necessary to support the child's needs.

Behavioral Support Plan (BSP) Process:

1. *Initial Meeting:* Discuss observations and collaboratively plan interventions.
2. *BSP Development:* Create a comprehensive plan tailored to the child's needs.
3. *Plan Sharing:* Share the BSP with parents, staff, and relevant coordinators for ongoing support.

Removal from Forest Lake Area Early Childhood Programs:

In extreme cases where a child’s behavior compromises their safety, staff, or other children despite all efforts, and the child is deemed incompatible with our program’s environment, the child may be dismissed from Forest Lake Area Early Childhood Programs. The Forest Lake Area Early Childhood Coordinator and Community Education Director make dismissal decisions.

Note: Please refer to Minnesota Statute 121A.425 Subdivision 2 for additional details:
<https://www.revisor.mn.gov/statutes/2020/cite/121A.425>.

This procedure aims to ensure a safe and supportive environment for all children and staff within the Early Childhood Programs.

I have read and agree to the Behavior Guidance Procedure stated above.

Child’s Name: _____ Child’s Class: _____

Parent/Guardian Name (printed): _____

Parent/Guardian Signature: _____ Date: _____