



**Bowen
Children's
Centre**

Bowen Children's Centre Society
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Guidance and Discipline Policy

Purpose

The purpose of the Guidance and Discipline Policy is to work towards having a harmonious social group at the BCC, to ensure children are safe and feel respected and to ensure that harmful actions are not permitted as part of any behavioral guidance or discipline.

Policy

The BCC will work towards building a harmonious social group, starting at the level of the individual child, which involves the internalization of respect, sensitivity, and caring for self and others, and respect for the environment. This takes time, patience and lots of repetition.

In acknowledgement of the developmental level of young children, we endeavour to:

- acknowledge the child's feelings;
- set clear limits and keep the limits simple; and
- adhere to the limits consistently by following through.

The all-encompassing rule at the BCC is to be considerate and kind to others. It is expected that no child will hurt or interfere with others. If a child hurt or interferes with others, BCC staff will talk with the child/children involved about what has happened and work on finding a solution.

BCC staff will provide children with prompt and positive guidance using the Safe Spaces approach and training. The Safe Spaces techniques respond to the developmental level of the individual child; some children are very active and energetic and may require more attention. Through the Safe Spaces program, children learn what behaviour is safe, friendly and fair and to solve their problems in a timely way.

Procedures

1. BCC staff will phrase limits positively and children will be told more than once in order to give children time to think about complying with the limitation. If a child is still not managing, BCC staff will give them a choice (i.e. “you may stay and listen in group or find some quiet work.”)
2. A child may be redirected to another play area by BCC staff, especially if his/her behaviour is threatening the safety and well-being of him/herself or others.
3. If a child is having a particularly difficult time he/she may stay with a BCC staff member for a “time-in”. This gives the child an opportunity to talk about the problem and help BCC staff to understand the child’s behaviour. It also allows BCC staff help the child settle and to discuss other ways the child could respond to the situation next time.
4. In accordance with the Behavioural Guidance outlined in ss. 51 and 52 of the [*Child Care Licensing Regulation*](#), BCC staff will ensure the following:
 - a. All behavioural guidance must be appropriate to the age and developmental level of the children who are receiving the guidance.
 - b. If a child has a care plan that includes instructions regarding behavioral guidance, the child may only receive that guidance from his/her extra support worker and/or trained staff in a manner that is consistent with those instructions.
 - c. If a child has a care plan that includes instructions regarding the use of restraints as part of behavioural guidance, only the extra support worker or

staff who are trained to restrain a child may do so, ensuring no harmful actions occur.

d. No child will be subject to the following harmful actions:

- shoving, hitting or shaking by an employee or another child
- confinement or physical restraint by another child
- confinement or physical restraint by an employee, except as authorized in a child care's plan if the care plan includes instructions respecting behavioural guidance
- harsh, belittling or degrading treatment by an employee or another child, whether verbal, emotional or physical, that could humiliate the child or undermine the child's self respect
- spanking or any other form of corporal punishment
- separation, without supervision by a responsible adult, from other children
- deprivation of meals, snacks, rest or necessary use of a toilet as a form of punishment

e. No child will be subjected to emotional abuse, physical abuse, sexual abuse or neglect as defined in the *Child Care Licensing Regulations*. Any of these actions perpetrated on a child while under care in any program administered by the BCC will be immediately reported to VCH Licensing Officer and the Ministry of Children and Family Development and is cause for immediate dismissal of the perpetrator.

Related BCC policies and legislation	This policy approved on:
<i>Child Care Licensing Regulation</i> Safe Spaces curriculum	February 25 2020