



## Jin-A Child Care Center

77 Jay Street, Clifton, NJ 07013

Tel: 973-279-1203, Fax: 973-279-0126

E-mail: [jinaschool@verizon.net](mailto:jinaschool@verizon.net)

Web: [www.jinaschool.com](http://www.jinaschool.com)



### **TERMINATION POLICY**

The goal of this policy is to support families and to limit or eliminate the use of suspension, expulsion and other exclusionary measures. In order to do so, Jin-A invests in teacher education on children's development, social-emotional learning and behavior management. Jin-A also works with parents to build strong relationships through parenting workshops, communicating regularly about children's behaviors and development, and giving parents opportunity to share about their culture in the classroom. Sometimes there are circumstances in which families or children are not able to adjust to the Center's environment and practices. If a parent or child is unable or unwilling to comply fully with the policies and procedures of Jin-A, the Director may reconsider the child's continued enrollment. We will do everything possible to work with the family of the child(ren) in order to prevent this policy from being enforced. We use the guidelines below to help prevent termination of a child's enrollment. This policy complies with federal and state civil rights laws.

### **IMMEDIATE CAUSES FOR TERMINATION**

- The child is at risk of causing serious injury to other children or himself/herself.
- A parent threatens physical or intimidating actions toward staff members.
- A parent exhibits verbal abuse to staff in front of enrolled children.

### **PARENTAL ACTIONS FOR CHILD'S TERMINATION**

- Failure to pay or habitual lateness in payments.
- Failure to complete required forms including the child's immunization records.
- Habitual tardiness when picking up child.
- Verbal abuse to staff.
- Non-compliance with director's request for special needs evaluation/services.
- For those receiving subsidies: Failure to perform the necessary procedures for receiving subsidies (e.g. swiping e-cards, signing contracts).

### **CHILD'S ACTIONS FOR TERMINATION**

- Failure of child to adjust after a reasonable amount of time.
- Failure to modify behavior after repeated guidance/discipline.
- Uncontrollable tantrums or angry outbursts.
- Ongoing physical or verbal abuse to other children or staff.
- Excessive biting or other physical harm to others.

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### **SCHEDULE OF TERMINATION**

If all possible interventions for the above have been documented and exhausted, and it is unanimously decided by the family, teacher, program, and other service providers, that another setting is more appropriate for the well-being of the child, the following procedure will be implemented:

- The parent/guardian will be given a specific termination date that allows parents sufficient time to seek alternate child care. Assistance with accessing services or placement in another facility will be provided.
- Termination will not be considered until all possible interventions have been exhausted.

### **A CHILD WILL NOT BE TERMINATED AS A RESULT OF**

- Parent made a complaint to the Office of Licensing regarding a Center's alleged violations of the licensing requirements.
- Parent reported abuse or neglect occurring at the Center.
- Parent questioned the Center regarding policies and procedures.
- A child's Race, color, national origin or because of disability related behavior.

### **IN ORDER TO PREVENT TERMINATION**

- Staff will try to redirect child from negative behavior.
- Staff will reassess classroom environments, appropriateness of activities, and supervision.
- Staff will always use positive methods and language while disciplining children.
- Staff will praise appropriate behaviors.
- Staff will consistently apply consequences for rules.
- Child will be given verbal warnings.
- Child will be given time to regain control.
- Child's disruptive behavior will be documented and maintained in confidentiality.
- Parent/guardian will be notified verbally.
- Parent/guardian will be given written copies of the disruptive behaviors that might lead to termination.
- The director, classroom staff, and parent/guardian will have a conference(s) to discuss how to promote positive behaviors.
- The parent will be given literature or other resources regarding methods of improving behavior.
- Recommendation of evaluation by professional consultation on premises.
- Recommendation of evaluation by local school district child study team.