



1 Marine Plaza  
7701 Marine Road  
North Bergen, New Jersey 07047  
201.945.1447

## Expulsion Policy

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Name of Center: \_\_\_\_\_

Name of Child: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_

Unfortunately, there are sometimes reasons we have to expel a child from our program either on a short term or permanent basis. We want you to know we will do everything possible to work with the family of the child (ren) in order to prevent this policy from being enforced. The following are reasons we may have to terminate or suspend a child from this center:

### Parental Action for Child's Expulsion

Failure to pay/habitual lateness in payments

Failure to complete required forms including the child's immunization records.

Habitual tardiness when picking up your child.

Physical or verbal abuse to staff

Other (explain)

### Child's Actions for Expulsion

Failure of child to adjust after a reasonable amount of time.

Uncontrollable tantrums/angry outbursts.

Ongoing physical or verbal abuse to staff or other children.

Excessive biting.

Other (explain)

### Proactive Actions that will be taken in order to prevent expulsion

Staff will try to redirect child from negative behavior

Staff will re-assess classroom environment, appropriate of activities, 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.

A brief time-out will be given so child can regain control.

Child may lose certain privileges (explain)

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 expulsion.



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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.

### **Schedule of Expulsion**

If after the remedial actions above have not worked, the child's parent/guardian will be advised verbally and in writing about the child's or parent's behavior warranting an expulsion. An expulsion action is meant to be a period of time so that the parent/guardian may work on the child's behavior or to come to an agreement with the center.

The parent/guardian will be informed regarding the length of the expulsion period.

The parent/guardian will be informed about the expected behavioral changes required in order for the child or parent to return to the center.

The parent/guardian will be given a specific expulsion date that allow the parent an adequate amount of time to seek alternate child care (approximately one to two weeks notice depending on risk to other children's welfare or safety).

Failure of the child/parent to satisfy the terms of the plan may result in permanent expulsion from the center.

### **A Child will not be expelled**

If a child's parent(s):

Made a complaint to the Office of Licensing regarding a center's alleged violations of the licensing requirements (1-877-667-9845)

Reported abuse or neglect occurring at the center. (1-800-215-6853)-or 1-800-792-8610 (after 5pm)

Questioned the center regarding policies and procedures.