

# Guidance Policy

## **Age Group : Toddler (18 months - 36 months)**

If toddlers have a dispute over toys, I will first separate them and discuss the matter with them. I will then re-direct them to another toy or activity while teaching them the importance of sharing by having them take turns using the toys. If a toddler's behavior becomes disruptive, I will take the child aside and remain with them until they calm down. All parents/guardians will be notified of any disruptive or violent behavior.

## **Age Group : Preschool (3 years – K)**

If pre-school children have a dispute over toys, I will determine exactly what the disagreement is about and teach them the importance of sharing and getting along. If this method does not work, I will separate the children and re-direct them to another toy, game or activity. If a child's behavior becomes disruptive, I will separate the child from the rest of the group and stay with him/her until he/she calms down. All parents will be notified of any disruptive or violent behavior.

## **Age Group : School-Age (K-12 years)**

If school-age children have a disagreement, I will first speak to them in a firm yet respectful tone and try to come up with a solution that everyone agrees with. The children will play and participate in activities that will require them to work together and implement their communicative and social skills. If this method fails, I will separate the children and re-direct them to another activity. If a child's behavior becomes disruptive, the children will be separated and I will remain with the child until he/she calms down. All parents will be notified of child's behavior.

**FRIENDLY FACES HAS A STRICT "NO BITING" POLICY  
A SECOND OCCURRENCE WILL BE GROUNDS FOR TERMINATION**