

INTERNATIONAL ACADEMY OF ARTS AND SCIENCES

300 High Street, Closter, NJ 07624
(Tel) 201-767-1144 (Fax) 201-767-3733
(Email) info@asunarokokusai.org

⑭ Expulsion Policy

Unfortunately, sometimes there are reasons for which we have to expel a child from our program, either on a short-term or permanent basis. We will always do everything possible to work with the family in order to prevent this policy from being enforced. The following outlines our expulsion policy and procedures. After carefully reading, please sign and submit the School Copy to the IAAS office.

PARENTAL ACTIONS FOR CHILD'S EXPULSION

- Failure of parent to pay or habitual lateness in payments
- Failure to complete required forms or providing copy of child's immunization records
- Habitual tardiness when picking up child
- Physical, verbal or emotional abuse of staff, children or other parents/guardians
- Actions, however subtle, which demonstrate bias toward any student, parent/guardian or staff
- Any communication (verbal, written or electronic) which constitutes harassment of a student, parent or school staff member
- Other

CHILD'S ACTIONS FOR EXPULSION

- Failure of child to adjust after a reasonable amount of time
- Uncontrollable tantrums or angry outbursts
- Ongoing physical, verbal or emotional abuse of staff or other children
- Excessive biting
- Other

PROACTIVE ACTIONS WHICH WILL BE TAKEN TO AVOID EXPULSION

- Staff will try to redirect child away from negative behavior
- Staff will reassess classroom environment, appropriateness of activities and supervision
- Staff will always use positive methods and language while disciplining child
- Staff will praise appropriate behaviors
- Staff will apply consequences for breaking rules consistently
- Child's disruptive behavior will be documented and maintained in confidentiality
- Staff will give verbal warnings
- Time-out will be used so child can regain control
- Loss of privileges (i.e., music, dance, free play, field trip, etc.)
- Note(s) will be sent home to parent/guardian describing behaviors in detail
- Literature will be sent home to parents regarding the behavior
- Parent conference
- Written parent/center joint plan
- Recommendation of professional evaluation/consultation at center
- Recommendation of evaluation by local school district child study team for school age child

SCHEDULE OF EXPULSION

- Parent/guardian will be advised verbally and in writing about the behavior warranting expulsion; expulsion action is intended to be a period of time to correct the behavior
- Parent/guardian will be advised of the length of the expulsion period
- Center will outline the expected behavioral changes required in order to return to center
- If behavior does not pose a physical threat to others, parents will be given adequate time to seek alternate child care (approximately two weeks) for the expulsion period
- Failure to satisfy the terms of the plan may result in permanent expulsion from center

A CHILD WILL NOT BE EXPELLED

- On the basis that a child's parent/guardian:
 - 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)
 - Questioned the center regarding policies and procedures
- Without providing parent/guardian adequate time to make other child care arrangements when a threat of injury to others does not exist

I, parent or guardian of the child named below, have read and do accept this center's expulsion policy. I agree not to pursue retaliatory action against the center if my child is expelled after the center has followed all of the above procedures. I further acknowledge that no refund will be returned to me if my child is expelled.

NAME OF CHILD: _____ DOB: _____

NAME OF PARENT/GUARDIAN: _____

SIGNATURE OF PARENT/GUARDIAN: _____

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