



The City's Behavior Management Policy

- 1. Rationale for Behavior Management:** God lovingly disciplines His children and always acts in our best interest, so when loving and consistent behavior management is enforced, children feel safe, recognize that they are loved, and experience truths of God's character. In order to create an environment where we can achieve the vision God has given, we must lovingly and consistently communicate high standards and expectations to our children.
- 2. Issues of Behavior Management:** Respect is an essential issue of behavior management. This includes respecting God, others, church property, and ourselves. When children act in a disrespectful manner toward adults, peers, self or property, disciplinary action must be taken. To ignore this behavior is not loving and is not acting in the child's best interest. It also compromises the integrity of our vision and purpose as the body of Christ.
- 3. Guiding Principle for Behavior Management:** The guiding principle for all behavior management is to serve the well being of the child and to act in his/her best interest. As with God's discipline for His children, our behavior management with children should always be an act of love.

Situations Requiring Behavior Management:

- A. Disrespect shown to others.
- B. Direct disobedience to a request from a teacher or belligerent behavior.
- C. Disruption by noise, actions, or attitude that interferes with the learning process in the class or other classes in the area.
- D. Damage to property.
- E. Other situations deemed dangerous to the safety of the individual or the safety of those around them.

Disciplinary Options: Physical punishment or intimidation is never an option for behavior management at The City.

- A. Depriving the child of a privilege.
- B. Isolation from the group, such as, removal to a quiet corner of the room or outside the classroom door, but always under the supervision of an adult.
- C. Speaking with the parent(s).

Suggested Behavior Management Steps

Please use discretion as to the order and the time periods suggested in the following steps. It may be appropriate to skip through steps or to speed up the process.

In all cases, correct unacceptable behavior **immediately**. DO NOT allow it to continue for an extended period of time because correction only becomes

more difficult when the misbehavior becomes a habit. Open defiance or aggressive behavior calls for firm and immediate action.

A. Give a verbal warning. The volunteer should state the offense, the desired behavior, and the consequences to follow if the behavior is not corrected.

B. If, after a verbal warning has been given, the misbehavior is repeated, then the child should be given a short (not lasting more minutes than the age of the child) time out, or time away from the group.

C. If misbehavior continues, the volunteer should seek the assistance of the Lead on call. The child should be taken just outside of the classroom and asked to state the offense and the desired behavior. A warning should be given that if the misbehavior continues, parents or church leadership will be contacted. The teacher and the Volunteer Lead need to make the misbehavior a matter of prayer. They will discuss whether contacting parents is warranted—either because of the seriousness of the behavior or the continuous disruption of the class. If a parent is to be contacted, the volunteer observing the behavior of the child should either make the call or be available to explain the behavior to the parent.

D. If the child continues to misbehave after returning to class, every effort should be made to immediately locate a parent and request that they come and deal with the misbehavior. It may be appropriate to have the parent sit with their child in class to ensure corrected behavior. If a parent is not available, the Volunteer Lead may be asked to come in the classroom and work directly with the child. The Volunteer Lead will determine what steps should be taken and will communicate that decision with the volunteer and the child.

E. It may be necessary to repeat the above steps.

F. If it becomes apparent that the child has no intention of changing their misbehavior, a conference should be scheduled between the child, parent, Children's Ministry Director and Volunteer Lead. At this meeting the volunteer lead should be the primary spokesperson, explaining why the meeting has been called and stating specific instances of unacceptable behavior. The parents along with the volunteer and Children's Ministry Director should try to agree upon the next course of action.

Avoiding Behavior Problems

It is important for children to learn Biblical truths in a controlled environment. Classroom control is essential for consistent learning to occur. Listed below are a few ways to help the volunteer better prepare for the class and help avoid behavior management problems.

A. Post classroom rules. Set reasonable limits considering the children's ages and needs. Make sure that children know rules and consequences. Review the rules frequently.

B. Recognize and praise good behavior. State what should be done ("walk quietly"), not only what should not be done ("don't run"). Children respond well to the positive approach.

C. Be fair, courteous, loving and encouraging toward the children.

D. Be consistent at all times.

E. Prepare ahead and determine goals for the lesson.

F. Avoid boredom by checking your lesson plan for variety.

G. Set up the classroom before the children enter.

H. Have all materials ready and available for use.

I. Be patient. Keep your composure. Anger only sets a bad example.

J. Use common sense and keep your sense of humor. Not all problems are tragedies. Ignoring certain behaviors may be the most appropriate action, especially in younger children.

K. Never leave your class unattended.

L. Give children responsibilities appropriate to their age level.