



# Behavior Support and Suspension and Expulsion Procedures

## **Suspension and Expulsion**

Beanstalk staff shall not suspend or expel a child due to behavior before following the directives below. Staff are also prohibited from:

- Encouraging or persuading a child's parents or legal guardians to prematurely pick up a child due to a child's behavior before the program day ends.
- Persuading or encouraging a child's parents or legal guardians to voluntarily unenroll from the program due to a child's behavior.

Before suspending or expelling a child due to behavior program staff in collaboration with Management and ECMHC will:

- 1) Expeditiously pursue and document reasonable steps to maintain the child's safe participation in the program, including, but not limited to, consulting with the child's parents or legal guardians and teacher, and, if available, engaging an early childhood mental health consultant.
- 2) Provide written notice of the process programs must follow to the parents or legal guardians of a child exhibiting persistent and serious behaviors. This must include a description of the behaviors of the child and the program's plan for maintaining the child's safe participation in the program.
- 3) If the child has an IFSP or IEP, the CSPP, with written parental consent, must contact the agency responsible for the IFSP or IEP to seek consultation on serving the child.

The following Behavior Support Procedures must be followed to comply with these directives.

## **Behavior and Support Procedures**

**Persistent and serious behaviors are** either repeated patterns of behavior that significantly interfere with the learning of other children, or interactions with peers and adults that are not responsive to the use of developmentally appropriate guidance. This includes but is not limited to physical aggression, property destruction, and self-injury.

**When staff identify a child with persistent and serious behaviors they will:**

1. **Begin Collecting Data & Contact the Centers' Manager**  
Begin Collecting data and information on the child using the Weekly Data Collection form. Contact the Centers Manager to discuss concerns and forward the completed Weekly Data Collection form(1 week) and the Persistent and Serious Behavior Report via email to the Centers' Manager copy to ECMHC and the Program Manager.



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## **2. Collect and review information and check-in with family**

Continue collecting data and information on the child using the Weekly Data Collection form. Complete the “**Behavior Support Child Information Sheet**”. Send the Weekly Data Collection form to Centers’ Manager and ECMHC every Friday. Begin discussions with the parent/ guardians on how to support the child’s safe and successful participation in our program.

## **3. ECMHC Schedules Meeting #1 (Child Success Team including the Centers’ Manager, teaching staff and ECMHC)**

After two weeks of documentation collection, the Child Success Team including the Centers’ Manager, teaching staff and ECMHC meet to review documentation, classroom practices and do a functional behavioral assessment on the child. The team will use this information to develop a Behavior Support Plan. The plan will include strategies to:

- ▶ Prevent challenging behavior from occurring and promote the likelihood that the child will use other, more desirable behaviors, instead
- ▶ Teach the child how to use more desirable behaviors in the classroom
- ▶ Reinforce the child’s use of more desirable behaviors

## **4. ECMHC and Center Supervisor Schedule Meeting # 2 (Centers’ Manager, teaching staff, and parent/guardian(s))**

Meet with the Parent/guardian(s) to review the Behavior Support Plan and revise as necessary. The Child Success Team will also discuss with parent/guardian(s) opportunities for teaching and reinforcing social-emotional skills at home.

## **5. Monitoring and Follow-Up**

ECMHC will observe consistently as needed to monitor and support implementation. Staff will continue to collect documentation including and forward weekly to Centers’ Manager and ECMHC. Child Support Team including the parent/guardian(s) will meet once per month to monitor progress and revise the plan if necessary.

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Staff Signature

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Date