



Your child in caring and professional hands

Shenandoah Square
13750 West State Rd 84
Davie, FL 33325
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¿Cómo manejamos la disciplina en Sunny Seeds Preschool?

En Sunny Seeds Preschool partimos del principio de que la escuela debe ofrecer la estructura necesaria que permita a los niños saber qué se espera de ellos, cuál es la secuencia de actividades durante el día, cuál es el lugar de cada cosa dentro del aula y cómo deben usarse los materiales. Cuando estos aspectos están claramente expuestos a través de diversos canales (visual, auditivo y a través del modelaje de roles) las conductas disruptivas tienden a disminuir significativamente.

En Sunny Seeds Preschool aplicamos el Programa llamado "PBS PROGRAM" (Positive Behavior Support Program) lo que se traduce como Programa de Apoyo al Comportamiento Positivo. Nuestros profesores están capacitados en este Programa lo cual nos da una base sólida para toda la escuela.

En el marco del Programa de Apoyo al Comportamiento Positivo nos acercamos positivamente a la disciplina, damos estructura, reglas claras a través de diferentes canales, enseñamos estrategias para la resolución de conflictos, ofrecemos materiales diversos que faciliten el trabajo con las emociones y la expresión de las mismas.

Cada aula tiene una rutina visual que explica la secuencia de las diferentes actividades que se suceden a diario, así como las normas representadas gráficamente a través de visuales, de forma tal que los niños conozcan la secuencia de eventos del día, así como lo que se espera de ellos. Los maestros hacen uso de materiales específicos para la enseñanza de destrezas sociales para la resolución de conflictos y para la expresión de emociones.

Las reglas de la escuela se basan en el principio de que la libertad de uno termina donde comienza la libertad de la otra persona y son explicadas a los niños y reforzadas continuamente a través de diferentes medios y estrategias.

Aquellos niños que presentasen alguna dificultad para seguir las reglas se les muestran los visuales con el comportamiento esperado y se le da tiempo para pensar acerca de lo que ha sucedido y sus consecuencias. La reflexión del niño sobre su propio comportamiento es crucial para el desarrollo de la autorregulación.

Cuando el niño tiene un comportamiento disruptivo o está fuera de control, la maestra se toma un tiempo con él/ella para ayudarlo a identificar lo que le pasa y a ponerle nombre a la emoción que está sintiendo; lo ayuda a calmarse y espera hasta que esté listo para reincorporarse en la actividad. En esas ocasiones hacemos uso de materiales relajantes, como cojines, libros, pelotas antiestrés, mantas suaves y animales de peluche que les permiten a los niños relajarse, pensar y calmarse hasta que estén condiciones de reintegrarse a la actividad en la cual estaban participando.

Sunny Seeds Preschool también ofrece charlas para los padres. En este programa los padres tienen la oportunidad de plantear sus inquietudes y recibir formación sobre las bases de nuestro enfoque, sobre las características del comportamiento de los niños de las diferentes edades, así como el desarrollo de estrategias para el manejo de situaciones difíciles en casa.

Si observamos alguna situación particular en el comportamiento de su hij@ que deba ser abordada, nos comunicaremos con usted para discutir la situación con el fin de obtener una mejor comprensión de la situación y para diseñar estrategias que puedan ayudar al niño tanto en la escuela como en la casa. Si el comportamiento persiste pese a la aplicación de nuestras estrategias y recursos que hayamos convenido y la conducta del niño ya representa un peligro para el niño mismo o para sus compañeros; se harán los arreglos necesarios para que su hijo continúe su educación en otro centro educativo.

Yo, el abajo firmante, declaro haber recibido, leído y discutido la Política de Disciplina de Sunny Seeds Preschool.

Nombre de la Madre/Padre: _____ Fecha: _____

Firma de la Madre/Padre: _____



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Discipline Policy

How we discipline at Sunny Seeds Preschool?

At Sunny Seeds Preschool we run a school wide Positive Behavior Support Program. Our teachers are trained in the PBS Program and this gives us a solid base for the whole school.

Under the Positive Behavior Support Program we approach positively the discipline. We offer to our children structure, clear rules and positive reinforcement through different channels, visual, verbal and role modeling.

Each classroom has a visual routine that explains the sequence of the different activities children will do during the day, so they can know what is happening at the moment and what to expect and what will happen next until the end of the day.

It is our duty to teach our children to use words to solve situations, to ask for help when needed, to use gentle hands and listening ears, to share and to respect other's feelings as well. In order to reach our goal you will see the rules of the school, of the classroom and of the playground posted all around the school. At the beginning of the year teachers introduce children to the class and teaches them how to use the materials, how to relate to each other, the routine and what is expected from them in each period and activity. Each material and shelf is labeled in order to help children to put things away after using them and to keep the classroom tidy.

The rules which we set with regards to discipline are based on the principle that one's freedom ends where the other person's freedom begins. We have a busy lesson plan that keeps children engaged in activities throughout the day, and interested in what they are doing.

Those children who have difficulties following the rules are induced to go over the rules and to think about what has happened. The teacher helps the child that misbehaved to become aware of the causes and consequences of his/her behavior. The child's reflection on their own behavior is crucial in his/her development of strategies of cognitive and emotional self-regulation.

Sometimes children need time to think about what they did or need time to be by them in a safe place. Each classroom provides a "Safe Place" arranged with relaxing materials like pillows, books, stress balls, soft blankets and stuffed animals that allow them to have time to pull themselves together.

The school runs a program for Parents as well. We offer parenting classes in order to work as a team on the same page and to inform to the parents the bases of our approach. In this way parents can apply at home the strategies that will reinforce what we are working on at the school and ease the atmosphere at home.

If there is an issue concerning your child that should be addressed, we will communicate with you to discuss the situation in order to get a better understanding and to design strategies that could help the child in the school and at home.

Parent's Name _____ Date _____

Parent's Signature _____

Parent's Role

A parent's role in quality child care is vital:

- Inquire about the qualifications and experience of child care staff, as well as staff turnover.
- Know the facility's policies and procedures.
- Communicate directly with caregivers.
- Visit and observe the facility.
- Participate in special activities, meetings, and conferences.
- Talk to your child about their daily experiences in child care.
- Arrange alternate care for their child when they are sick.
- Familiarize yourself with the child care standards used to license the child care facility.



More information and free resources:

MyFLFamilies.com/ChildCare



This child care facility is licensed according to the minimum licensure standards included in section 402.305, Florida Statutes (F.S.), and Chapter 65C-22, Florida Administrative Code (F.A.C.).
License Number: _____
License Issued on __/__/__
License Expires on __/__/__
For more information regarding the compliance history of this child care provider, please visit:
MyFLFamilies.com/childcare



OFFICE OF CHILD CARE REGULATION
AND BACKGROUND SCREENING
MYFLFAMILIES.COM

To report suspected or actual cases of child abuse or neglect, please call the Florida Abuse Hotline at 1-800-962-2873.

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This brochure was created by the Florida Department of Children and Families, Office of Child Care Regulation and Background Screening pursuant to s. 402.3125(5), F.S.,



Know Your Child Care Facility

MyFLFamilies.com/ChildCare

General Requirements

Every licensed child care facility must meet the minimum state child care licensing standards pursuant to s. 402.305, F.S., and ch. 65C-22, F.A.C., which include, but are not limited to, the following:

- Valid license posted for parents to see.
- All staff appropriately screened.
- Maintain appropriate transportation vehicles (if transportation is provided).
- Provide parents with written disciplinary practices used by the facility.
- Provide access to the facility during normal hours of operation.
- Maintain minimum staff-to-child ratios:

Age of Child	Child: Teacher Ratio
Infant	4:1
1 year old	6:1
2 year old	11:1
3 year old	15:1
4 year old	20:1
5 year old and up	25:1

Health Related Requirements

- Emergency procedures that include:
 - Posting Florida Abuse Hotline number along with other emergency numbers.
 - Staff trained in first aid and Infant/Child CPR on the premises at all times.
 - Fully stocked first aid kit.
 - A working fire extinguisher and documented monthly fire drills with children and staff.
- Medication and hazardous materials are inaccessible and out of children's reach.

Training Requirements

- 40-hour introductory child care training.
- 10-hour in-service training annually.
- 0.5 continuing education unit of approved training or 5 clock hours of training in early literacy and language development.
- Director Credential for all facility directors.

Food and Nutrition

- Post a meal and snack menu that provides daily nutritional needs of the children (if meals are provided).

Record Keeping

- Maintain accurate records that include:
 - Children's health exam/immunization record.
 - Medication records.
 - Enrollment information.
 - Personnel records.
 - Daily attendance.
 - Accidents and incidents.
 - Parental permission for field trips and administration of medications.

Physical Environment

- Maintain sufficient usable indoor floor space for playing, working, and napping.
- Provide space that is clean and free of litter and other hazards.
- Maintain sufficient lighting and inside temperatures.
- Equip with age and developmentally appropriate toys.
- Provide appropriate bathroom facilities and other furnishings.
- Provide isolation area for children who become ill.
- Practice proper hand washing, toileting, and diapering activities.

Quality Child Care

Quality child care offers healthy, social, and educational experiences under qualified supervision in a safe, nurturing, and stimulating environment. Children in these settings participate in daily, age-appropriate activities that help develop essential skills, build independence and instill self-respect. When evaluating the quality of a child care setting, the following indicators should be considered:

Quality Activities

- Are children initiated and teacher facilitated.
- Include social interchanges with all children.
- Are expressive including play, painting, drawing, story telling, music, dancing, and other varied activities.
- Include exercise and coordination development.
- Include free play and organized activities.
- Include opportunities for all children to read, be creative, explore, and problem-solve.

Quality Caregivers

- Are friendly and eager to care for children.
- Accept family cultural and ethnic differences.
- Are warm, understanding, encouraging, and responsive to each child's individual needs.
- Use a pleasant tone of voice and frequently hold, cuddle, and talk to the children.
- Help children manage their behavior in a positive, constructive, and non-threatening manner.
- Allow children to play alone or in small groups.
- Are attentive to and interact with the children.
- Provide stimulating, interesting, and educational activities.
- Demonstrate knowledge of social and emotional needs and developmental tasks for all children.
- Communicate with parents.

Quality Environments

- Are clean, safe, inviting, comfortable, child-friendly.
- Provide easy access to age-appropriate toys.
- Display children's activities and creations.
- Provide a safe and secure environment that fosters the growing independence of all children.

