**DISCIPLINE AND GUIDANCE POLICY FOR    JUST FOR KIDZ        
                                                                 (NAME OF OPERATION)  
  
\*\*\*DISCIPLINE MUST BE:  
1) INDIVIDUALIZED AND CONSISTENT FOR EACH CHILD  
2)APPROPRIATE TO THE CHILD'S LEVEL OF UNDERSTANDING; AND  
3)DIRECTED TOWARD TEACHING THE CHILD ACCEPTABLE BEHAVIOR AND SELF CONTROL.  
  
\*\*\*A CAREGIVER MAY ONLY USE POSITIVE METHODS OF DISCIPLINE AND GUIDANCE THAT ENCOURAGE   
SELF-ESTEEM, SELF-CONTROL , AND SELF-DIRECTION, WHICH INCLUDE AT LEAST THE FOLLOWING:  
1) USING PRAISE AND ENCOURAGEMENT OF GOOD BEHAVIOR INSTEAD OF FOCUSING ONLY UPON UNACCEPTABLE   
BEHAVIOR;  
2) REMINDING A CHILD OF BEHAVIOR EXPECTATIONS DAILY BY USING CLEAR, POSITIVE STATEMENTS;  
3) REDIRECTING BEHAVIOR USING POSITIVE STATEMENTS; AND  
4) USING BRIEF SUPERVISED SEPARATION OR TIME OUT FROM GROUP , WHEN APPROPRIATE FOR THE CHILD'S   
AGE AND DEVELOPMENT, WHICH IS LIMITED TO NO MORE THAN ONE MINUTE PER YEAR OF THE CHILD'S AGE.  
  
\*\*\*THERE MUST BE NO HARSH, CRUEL, OR UNUSUAL TREATMENT OF ANY CHILD. THE FOLLOWING TYPES OF   
DISCIPLINE AND GUIDANCE ARE PROHIBITED:  
1)CORPORAL PUNISHMENT OR THREATS OF CORPORAL PUNISHMENT  
2)PUNISHMENT ASSOCIATED WITH FOOD, NAPS, OR TOILET TRAINING;  
3) PINCHING, SHAKING, OR BITING A CHILD;  
4)HITTING A CHILD WITH A HAND OR INSTRUMENT;  
5)PUTTING ANYTHING IN OR ON A CHILD'S MOUTH;  
6)HUMILIATING, RIDICULING, REJECTING, OR YELLING AT A CHILD;  
7)SUBJECTING A CHILD TO HARSH, ABUSIVE, OR PROFANE LANGUAGE;  
8)PLACING A CHILD IN A LOCKED OR DARK ROOM, BATHROOM, OR CLOSET WITH THE DOOR CLOSED; AND  
9)REQUIRING A CHILD TO REMAIN SILENT OR INACTIVE FOR INAPPROPRIATELY LONG PERIODS OF TIME FOR TIME   
CHILD'S AGE.  
  
TEXAS ADMINISTRATIVE CODE, TITLE 40, CHAPTERS 746,747, SUBCHAPTERS L, DISCIPLINE AND GUIDANCE  
  
  
MY SIGNATURE VERIFIES I HAVE READ AND RECEIVED A COPY OF THIS DISCIPLINE AND GUIDANCE POLICY.  
  
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                                  SIGNATURE                                                                                  DATE  
  
CHECK ONE PLEASE:  
  
\_\_\_ PARENT                \_\_\_ EMPLOYEE/CAREGIVER              \_\_\_HOUSEHOLD MEMBER OF CHILD-CARE HOME**