

Tri-County Community Council, Inc.
Head Start/Early Head Start

Part: 1302 Program Operations

Subpart: A- Eligibility, Recruitment, Selection, Enrollment and Attendance

Section: 1302.17 Suspension and Expulsion

Subject: Disruptive Behavior Suspension and Expulsion

Policy

Head Start/Early Head Start will maintain a safe learning environment for all students and staff. Occasionally, young children present behaviors with the potential to injure themselves or others. It is the policy of the program to encourage positive behavior supports and to severely limit the use of suspensions and expulsions as consequences of undesired behavior in the classroom. These options are to only be considered as last resorts when all other options have been considered, tried, and deemed unsuccessful.

Procedure

Part A: Suspension

1. When a child is disruptive, the teacher will investigate to find out the cause of the problem then address the problem with all children involved and redirect the child.
 - a. The Teacher should check the family file, talk with Family Advocate and Center Director to see if there are concerns at home.
 - b. Staff should utilize the policies and procedures in 1302.45 when addressing disruptive behaviors.
2. A temporary suspension is used only as a last resort in extraordinary circumstances where there is a serious safety threat that cannot be reduced or eliminated by the provision of reasonable modifications. The parents or guardians will be called to come take the child home.
3. Before the program determines whether a further temporary suspension is necessary, the Multi-Disciplinary Team including the parents, a mental health consultant, classroom teachers, Family Services Coordinator, Education Coordinator and Health Coordinator, will meet to determine no other reasonable option is appropriate.
4. This team identifies potential solutions to mitigate the situation, thereby allowing the continued participation of the child. A Behavior Support Plan may include a modified attendance schedule, parent participation in the classroom or field trips, etc.

Tri-County Community Council, Inc.
Head Start/Early Head Start

5. If a temporary suspension is deemed necessary, the program helps the child return to full participation in all program activities as quickly as possible while ensuring child safety by:
 - a. Continuing to engage with the parents and a mental health consultant and continuing to utilize appropriate community resources.
 - b. Providing services that include home visits.
 - c. Determining whether a referral to a local agency responsible for implementing IDEA is appropriate.

Part B: Expulsion

1. Per Performance Standard 1302.17(b)(1), Tri-County Head Start may not expel or unenroll any child from program services due to a child's behavior.
2. If a child is displaying ongoing and serious challenging behaviors, HS/EHS must explore all possible steps and document all actions taken to address the issue. At a minimum, HS/EHS must engage with a mental health consultant and must also ensure that a child is not excluded from the program on the basis of disability (See PS 1302.17(b)(2)).
 - a. If the child displaying challenging behaviors has an Individualized Family Service Plan (IFSP), HS/EHS must consult with Early Intervention Services (EIS) to ensure that the child receives any necessary support.
 - b. If the child does not have an IFSP, then HS/EHS must collaborate with EIS to determine the child's eligibility for services.
3. If, after all possible steps have been taken and appropriately documented, HS/EHS may consult with the parents, teacher(s) or home visitor, Early Intervention Services, and the mental health consultant to determine if the child's continued enrollment represents a continued serious threat to the child, other enrolled clients, or the staff, or to determine if HS/EHS is not the most appropriate placement for the child. If either of these conclusions are reached, HS/EHS must work with the family to facilitate the transition of the child to a more appropriate placement.