



Little Sprouts Early Learning Center, LLC
7139 Bernville Road
Bernville, PA 19506
610-488-9900

Behavior/Referral Plan

Step One: Observation

Staff will use a daily behavior tacking sheet and conduct and ASQ to monitor and observe student's behavior(s). *The teachers will give a copy of this Behavior/Referral Plan to the family at this step as well.*

Step Two: Reviewing of Behavior Tracking Sheet

Teacher will sit down and review the observation notes and results of the behavior tracking sheet. The teacher(s) will then create and implement a plan based on the results.

Step Three: Parent-Teacher Conversation

If behaviors are still occurring after the new plan has been implemented, the teacher will discuss the child's behaviors within the classroom with the parent. The teacher(s) will address their concerns, give the parent an opportunity for any questions or suggestions, and together, the parent and the teacher(s) will come up with a "next step" plan for the child. The teacher will notify the parents if it's an aggressive behavior or self-harming or poses a potential threat or harm to others it could lead to calls to pickup their child. At this step the plan may also include Step 4, and parents may be informed an evaluation from an outside source may be needed, and parents should call for evaluations.

Step Four: Referral for Services

If after all the above steps are taken and problem behaviors are still present, the teacher(s) and parent will again discuss further options, and a referral for services will be REQUIRED through Early Intervention, or other appropriate services, if not already done so in step 3. If the behavior is aggressive parents will be given 1 week to correct the behavior or to arrange an evaluation, and an evaluation to take place in the next 2 weeks, and expressing to the in-take personnel that without services the child is at risk of losing care. If after a week no progress or evaluation is scheduled to take place within the next 2 weeks, parents will be notified we are moving to Step 5, suspension of care.

Step Five: Suspension of Care/Being Sent Home

If after all of the above steps are taken and no behavior specific services (wrap-around, one-on-one, effective medication, etc) are yet put into place OR even if with services the aggressive behavior has not yet improved the child's teacher will call the parent after the behavior happens after the first behavior of the day and the child will be sent home for the remainder of the day. If no services are in place after 2 weeks of moving to this step, and/or when the student is sent home three times for the behavior, we will move to step 6.

Step Six: Termination of Care

If after all of the above steps are taken and no one-on-one, wrap around services or effective medications are still actively in place at the center, care will then be suspended effective immediately, until services are put into place, as to protect the safety of the other children and staff in our care. Depending on the severity of the behavior or action the director has the right to skip step 5 and move directly to termination of care.

Disclaimer To Families: Do not wait until it's too late to call for services/evaluations. We recommend calling about services as soon as you receive this behavior plan as services can take weeks to setup, all the while this behavior plan is still actively ongoing and depending on the severity of the behaviors care may be suspended before you can get services in place. It's the parents' responsibility to advocate for the needs of their child as soon as we see a need for additional support for the child, all while ensuring the safety of all children.