

Behavior Matrix

General Statement: all adults will model respectful behaviors that include use of appropriate language and interactions, appropriate dress and will refrain from using tobacco and alcoholic products during program activities

Be safe with yourself, others and materials		
	Child's Behavior Expectations	Supportive Practices (adult behaviors)
Arrival/departure	<ul style="list-style-type: none"> • Stay with an adult when arriving/departing • Stay buckled in seatbelt in vehicle • Use safe hands and feet • Walk at all times • Use inside voice 	<ul style="list-style-type: none"> • Buckle child in appropriate seat as per safety training • Make sure a safe "handover" occurs • Follow safety rules within the parking areas • Continuously count the children • Bus Driver or Bus Aide will do a safety check to make sure everyone is off the bus upon arrival and departure • Transportation and the teacher will assure contact info is updated • Secure additional items (ex: backpack) in designated safe area. • Model appropriate safety rules
Transitions	<ul style="list-style-type: none"> • Stay with an adult and the group • Stay in line when walking with a group • Keep your hands and feet to yourself 	<ul style="list-style-type: none"> • Implement a variety of activities and cues to keep children engaged • Assess and respond to safety concerns • Count children continuously and have a system in place to post the number (including all changes) • Model safety rules at all times • Review expectations with children prior to transitions • Limit unnecessary transitions
Home Visits	<ul style="list-style-type: none"> • Stay with an adult • Use safe hands and feet 	<ul style="list-style-type: none"> • Adults will provide a safe place for the visit to occur • Adults and staff will remain in the room for visits. • Staff will teach and model safety practices
Socializations	<ul style="list-style-type: none"> • Stay in the room with an adult • Use safe hands and feet 	<ul style="list-style-type: none"> • Parents will care for their children's needs and engage with them • Staff will provide a safe socialization environment

<p>Meals</p>	<ul style="list-style-type: none"> • Sit facing the table with feet and chairs on the floor • Take small bites • Keep body within their personal space • Use utensils as intended • Tell an adult when spills occur • Stay seated while eating 	<ul style="list-style-type: none"> • Be cautious of mealtime hazards (choking hazards, temperature of food, food allergies...) • Model safe mealtime practices • Model good manners • Have appropriate seating for children and adults
<p>Bathroom/Hygiene Routines</p>	<ul style="list-style-type: none"> • Keep soap and water in the sink • Use own toothbrush • Stay in own personal space when washing or waiting • Place paper products in trash can • Respect the personal space and privacy of others • Follow proper hygiene etiquette 	<ul style="list-style-type: none"> • Adults position self for supervision • Adults model safety/hygiene rules for bathroom/diapering • Assess and respond to safety concerns • Model tooth brushing
<p>Active Play (Gross Motor) This includes any environment where gross motor play takes place (playground, classroom, gym).</p>	<ul style="list-style-type: none"> • Put toys back where they belong • Be mindful of others' space • Keep your eyes on where you step and walk • Use safe hands and feet 	<ul style="list-style-type: none"> • Post and review classroom/playground rules • Utilize safety checklist and backpack • Count children continuously and have a system in place to post the number (including all changes) • Store toys safely • Actively supervise children at all times
<p>Large Group Activities (circle activities, free play)</p>	<ul style="list-style-type: none"> • Be mindful of others' space • Sit on your bottom • Use safe hands and feet • Use listening ears • Use inside voices 	<ul style="list-style-type: none"> • Review rules and schedules daily
<p>Field Trips/PCC</p>	<ul style="list-style-type: none"> • Stay with the group • Follow field trip rules 	<ul style="list-style-type: none"> • Count the children continuously • Inspect field trip location prior to and upon arrival • Develop, review and reinforce rules with children and parents • Parents will be engaged with child(ren) • Assure needed adult supervision is available for trips

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Respect yourself, others and materials. Be kind to yourself and others.		
	Child's Behavior Expectations	Supportive Practices
Arrival/ Departure	<ul style="list-style-type: none"> • Use kind words • Use inside voices • Store items properly • Greet other children and adults • Respect personal space of others. 	<ul style="list-style-type: none"> • Model use of kind words • Use appropriate tone of voice • Be prompt when picking up or dropping off child • Greet each child and adult by their name • Prepare children for a timely arrival and departure
Transitions	<ul style="list-style-type: none"> • Use inside/outside voice when appropriate • Say kind words • Respect the personal space of others 	<ul style="list-style-type: none"> • Praise children • Use appropriate voice • Provide countdown reminders • Eliminate wait time • Keep children engaged by using a supportive model
Home Visits	<ul style="list-style-type: none"> • Play appropriately with materials • Children will care for their possessions and the possessions of others • Respect the personal space of others 	<ul style="list-style-type: none"> • Adults will be timely and courteous • Parents will be home and prepared to participate in the visit • Parents will role model appropriately • Ensure child is rested and fed and ready for visit • Explain individual role of adult during visit • If needed cancel and reschedule home visits in a timely manner.
Meals	<ul style="list-style-type: none"> • Take small bites • Eat only from your plate • Respect the personal space of others • Swallow before talking 	<ul style="list-style-type: none"> • Model appropriate meal routines • Engage in child focused conversation
Bathroom/Hygiene Routines	<ul style="list-style-type: none"> • Flush the toilet • Wash hands with soap and water • Respect the personal space and privacy of others 	<ul style="list-style-type: none"> • Model appropriate bathroom use • Provide transition activities • Show respect during bathroom/diapering • Have appropriate bathroom rules •

<p>Active Play (Gross Motor) This includes any environment where gross motor play takes place (playground, classroom, gym)</p>	<ul style="list-style-type: none"> • Respect the personal space of others • Use helping hands • Wait your turn • Use and respect the play space and materials Be a problem solver. 	<ul style="list-style-type: none"> • Model appropriate use of materials and play space Review and model problem solving skills
<p>Large Group Activities (circle activities, free play)</p>	<ul style="list-style-type: none"> • Wait for your turn • Use an appropriate tone of voice • Listen to others • Respect the play space and materials • Respect the personal space of others 	<ul style="list-style-type: none"> • Review classroom rules • Keep children engaged
<p>Field Trips/PCC</p>	<ul style="list-style-type: none"> • Use kind words • Stay with the group • Listen to the grown up in charge • Respect the personal space of others 	<ul style="list-style-type: none"> • Define rules and responsibilities • Communicate changes in a timely manner • Parents will supervise their children
<p>Socializations</p>	<ul style="list-style-type: none"> • Take turns • Share • Use safe hands • Respect the personal space of others 	<ul style="list-style-type: none"> • Staff will be prepared for the Socialization • Staff will convey expectations through modeling • Parents will use child friendly language • Parents will engage with their children

The agency will have uniform procedures and systems in place for communicating relevant information. Staff will be trained on procedures.