



## Program Statement Implementation Policy

### Purpose

To implement “How does learning Happen “and “Montessori Approach to our teaching we will see that AVM overall program caters to four foundations of learning that are: **Belonging, Well-being, Engagement and Expression.**

Under s. 46 of O. Reg. 137/15, licensees are required to have a program statement that is consistent with the Minister's policy statement on programming and pedagogy issued under subsection 55(3) of the *Child Care and Early Years Act, 2014*.

Form: Observation / Development Chart

All Teachers do observations on each of the children and record it on a weekly basis. The observations serve to capture the children's interests, inquiries, and discoveries.

Form: Weekly Program Plan

Based on these observations the teachers determine the children's interest. Program planning follows; teachers provide materials and provocations to deepen the children's thinking and learning.

Teachers will create pedagogical documentation that demonstrates children's thinking and learning. Documentation may take many forms, such as photos with learning stories, video clips, art projects, etc. Documentation will be displayed in the classrooms and shared with parents.

At Angus Valley Montessori the management has number of ways in which we will mentor and support our teachers in implementing our program goals:

- Form: Policy Acknowledgement Sign-Off Form.  
All employees, students and volunteers shall review and sign off on the program statement prior to interacting with children, annually and when the program statement has been modified.  
Records of this shall be kept for 3 years.
- Monthly team meetings will take place with the teachers in each classroom to support them in their program implementation.
- Monthly staff meetings will take place with the full staff team to provide a forum for on going learning for staff and an opportunity to contribute to the evolution of the program and overall effectiveness of the school.
- Form: Monitoring of Program Statement Goals and Approaches.  
Individual observations of each teacher will take place twice per year, accompanied by feedback and mentoring on their performance and teaching style.
- On-going monitoring of the classrooms will be done to ensure that the **Contravention Policy** is being observed and that none of the **prohibited practices** are happening. In the event that any prohibited practices should occur immediate disciplinary action will take place according to the school policy.



## Prohibited Practices

**Under no circumstance will corporal punishment be used for behaviour Management.** As well, the following control techniques are not tolerated:

- **Corporal punishment** of a child is not allowed under any circumstances.
- **Use a locked or lockable room or structure** to confine a child who has been withdrawn from the other children.
  - a. Physical restraint of the child, such as confining the child to a highchair, car seat, stroller or other device for the purposes of discipline or in lieu of supervision, unless the physical restraint is to prevent a child from hurting him/herself, or someone else, and is used only as a last resort and only until the risk of injury is no longer imminent.
  - b. Locking the exits of the school premises to confine a child or confining the child in an area or room without adult supervision unless such confinement occurs during an emergency and is required as part of the licensee's emergency management policies and procedure.
- **Use of harsh** or degrading measures or threats or use of derogatory language directed at or used in the presence of a child that would humiliate, shame or frighten the child or undermine his or her self-respect, dignity or self-worth.
- **Depriving the child of basic needs** including food, drink, shelter, sleep, toilet use, clothing or bedding.
- **Inflicting any bodily harm** on children including making children eat or drink against their will. Providing lack of supervision by leaving children unsupervised or having a child unaccounted for.

## Inappropriate Verbal Practices:

- Humiliation
  - threatening
  - swearing
- Harassment
  - yelling
  - sarcasm
  - discussion of a child within any child's hearing
- **Lack of Supervision including:**
  - Diverted attention for frequent or extended periods
  - Leaving children unsupervised, child unaccounted for
- **Harsh Discipline of any kind:**
  - Deprivation of basic needs including food, shelter, clothing or bedding
  - Confinement, either by locking exits of a room or use of a lockable structure

Any and all actions, language or conduct that contravenes the accepted policies and teaching method of the school as stated will be managed in the following manner:



1. **Verbal Warning:** The Supervisor or Director will advise the person that his/her behaviour is not acceptable, that is contravenes policy and must stop. The person will be requested to reread and comply with the policy, if necessary, a discussion will follow. Documentation of the warning will be kept in his/her personnel file.
2. **Written Warning:** The Supervisor or Director will advise the person that his/her actions have not been corrected. A written reprimand will be given to the person and will be filed in his/her personnel file.
3. The Supervisor or Director will inform the school's Board members of the situation and what measures were taken. The Board reserves the right to decide if further actions are required, including dismissal.

## **REVIEW OF POLICY**

The Supervisor or Director will be responsible for an annual review of these policies and the method by which they are monitored. All staff will have knowledge of the consequences of any violation of the policy. The policy will be reviewed, signed, witnessed, and dated at the time of orientation and annually thereafter.

- Training will be provided to all students and volunteers so that they are familiar with the program statement and implementing all aspects of it along with the classroom teachers.