



## Our Lady of the Lake Catholic School

### 2023-2024 PRE-SCHOOL BEHAVIORAL POLICY:

#### **Biting Immediate attention will be provided:**

1st Offense – The incident will be documented via an Incident Report for the child that was bitten. The incident will be documented via the "Bite Report" for the child that was biting.

2nd Offense – The child will be dismissed the same day of the incident and the parent will be provided with the "Bite Report" and suspended from school the following day.

#### **Spitting/Kicking/Bodily Harm:**

1st Offense – Behavioral report will be submitted to parent or legal guardian.

2nd Offense – Parents will be contacted and the child will be suspended for the remainder of the day.

3rd Offense – Child will be dismissed from the preschool with no refund.

#### **Language:**

1st Offense – Behavioral report will be submitted to parent or legal guardian.

2nd Offense – Parents will be contacted and the child will be suspended for the remainder of the day.

3rd Offense – Child will be dismissed from the preschool with no refund.

**Inappropriate Touching:** All inappropriate touching that is observed and noticed by the preschool personnel must be immediately reported to the preschool director. Preschool personnel must try to prevent any inappropriate behavior as much as possible by keeping all children under close supervision at all times.

1st Offense – Behavioral report will be submitted to parent or legal guardian. Parents must attend a conference with the director of the preschool. The child will be suspended from the preschool for the remainder of the day.

2nd Offense – Child will be dismissed from the preschool with no refund.

By signing this form, you:

Acknowledge and agree to the policy set before you by Our Lady of the Lake Catholic Preschool.

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent / Guardian (Full Name)

\_\_\_\_\_  
Parent/Guardian Signature

1975 Daytona Drive, Lake Havasu City, Arizona 86403  
"Forming courageous Catholics in the virtues of Christ..."  
Ms. Fatima Mu, Principal



928-855-0154 Fax 928-855-7172  
Fr. Anthony Okolo, C.S.Sp., V.F.  
Parochial Administrator

## Our Lady of the Lake Catholic School

### Acknowledgement of Receipt (Please return this page to school)

Handbook can be found online at our website <https://ourladyofthelakeromancatholic.org>  
under SCHOOL. Please review; return this page signed to school office prior to the start of school.  
If you want a physical copy, please request from school office. Thank you.

I acknowledge that I have read, understand and will abide by the  
Our Lady of the Lake Catholic School Policy Handbook.

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Parent / Guardian (Full Name)

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Parent / Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator/Representative

\_\_\_\_\_  
Date