**PROTOCOL FOR APPROPRIATE ADULT BEHAVIOR**

Promise Early Education Center values a safe and emotionally healthy environment for children, parents and staff. All adults entering our centers are asked to comply with the following:

1. Promise Early Education Center expects visitors to utilize a conversation voice level, non-aggressive behaviors and civil language. In instances when adults are visibly upset staff will identify a private, appropriate location and speak in a calm tone of voice.
2. Disruptive or aggressive behaviors will not be tolerated in any of our buildings, playground or parking lot.
3. Staff have the right to ask persons acting in threatening manner to leave immediately. If that person refuses to leave, staff will call police department for assistance in removing the person from the site.

Behaviors of a dangerous or threatening nature will be documented and reported to the Supervisor/Manager. Supervisor will support staff and follow-up with parent as needed.