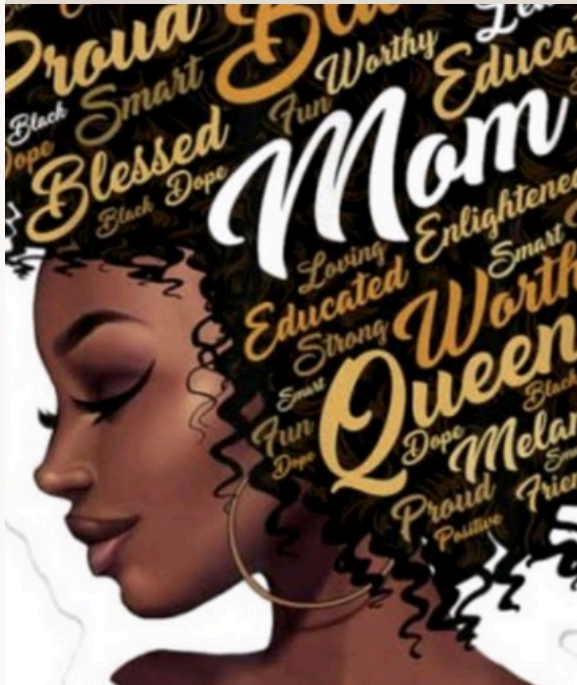


WELCOME TO OUR

## Monthly Newsletter



Hey Everyone!



We are yet again entering into a new month! I hope that the month is going good for each of you! Mother's day is Sunday and I know that day bring an abundance of emotions for many of us for many reasons. My prayer is that you will find time to love yourself, your mothers and if they aren't physically with you, you will think of all the wonderful things about her. Mother is not just the woman who birthed you but any woman who took you in loved, nurtured, supported, and rooted for you. Know that you are worthy and you are enough no matter life's obstacles! Grace & Love,  
Ms.Tevis



In this newsletter you will find:

Proper ways to release an employee, Warm Body, No body, Maternal Health plug



## Releasing a Teacher

### CAN BE A SENSITIVE PROCESS

There has been chatter about releasing teachers. However, I find that it is not only in the ECE world but in many companies releasing people has resorted to text messages or emails. This is unprofessional and can be looked at harshly. We are business owners and we know that hiring and releasing people is a part of being an owner/director. We also know that we should treat people the way we want to be treated. Releasing someone will never be easy for anyone with a good heart unless the person just deserved it. I say that to say let's use some etiquette when we release people. What you do want is your brand to remain good in the community. What you don't want is for your brand to have a bad tag. Plus, you don't want to hurt staff

morale. True enough we will not be able to please everyone. Folks will talk but don't give them a reason to talk.

#### Tip # 1

##### Reflect:

Why do I need to release this person? What has this person shown during he/she time here? Is this person beneficial to the growth of the program? Is the person a safety risk? Are they reliable? ETC.

#### Tip #2

Make sure your termination policies are clear and outlined in your staff handbook. These policies should be specific in circumstances.

#### Tip #3

Terminating a teacher should always be done with empathy and professionalism.

#### Tip #4

The worst ways to terminate someone is impersonal methods like phone, email, or even text. (there are no state/federal laws saying you can't do it this way. However, the only time you should is if you feel your safety and the children's safety is at risk.)

#### Tip #5

Have proof of why you are terminating the person.

# Warm Body or No Body?

OFTEN TIMES IN ECE WE ARE HOLDING ON TO  
EDUCATORS BECAUSE WE CAN'T FIND GOOD HELP.  
SO WHAT SHOULD WE DO?

So many times working with programs I hear them speak of needing to replace staff but they can't because the A: C ratio will be off balance. We can't have that because we don't want DHS to come in and catch that high-risk violation.

Because of that, we end up dealing with educators longer than needed to have that "warm body." What is the warm body not doing? Effectively teaching our students, nurturing and loving on our students, interacting with our students in any capacity, not being patient, or empathetic, not showing creativity, etc. It could be a million and one thing.

In these moments of needing a warm body, we have to think of physical safety and ratio, and as the owner/director how can I work hard at advertising and hiring someone to replace him/her if I have to go into the class? Of course, we aren't going to hold on to a warm body if they are putting our students at risk or harm in any capacity. I share this to say when you see someone isn't doing their job and you have coached, trained, trained, and educated them to the best of your ability. Think before releasing them, putting your program at risk for violations, and putting yourself in a position to not be able to find help. Be patient, and think through the situation.

If you have subs who are willing to step in for a little while until you hire someone new call on them. You don't want to be in position to shuffle the students. This is also a violation. Shuffling teachers vs shuffling students, you need to shuffle teachers.

Causing disruption to the students by moving them to a new class, new peers, slightly different rules is unsettling to a child. It is not healthy for the growth of the child.

Keep the warm body until you can find a replacement as long as they aren't putting the children at harm.

- 1.No shuffling
- 2.Make sure A:C ratio is correct.
- 3.Try to have subs or floaters apart of your program and that will help fill the void in these situations.

Yes, I know it is easier said than done. But it can be done.

Think first!

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SIVET EMPOWERMENT

# Grace & Love

## LET'S TALK ABOUT THE IMPORTANCE OF A BIRTH PLAN

What is a birth plan?

It is a sum of your preferences for how you want to give birth and what you want to happen during labor and delivery and soon after. Yes, it is instructions that you are giving your family, doula, midwife and medical staff about your baby's birth. It tells who you want with you during labor, what you want during labor, if you want drugs to help with labor pain, and if there are special religious or cultural practices you want happening.

As a doula my goal is to support my client in achieving their hopes and that requires there complete honesty. Creating an effective birth plan that aligns with your desires is essential to not only your physical health but also your mental health during that time. The more relaxed you are the more relaxed the baby is and your full body.

Starting from the top of your head to the bottom of your feet.

Think about your preferences and communicate them clearly with all involved.

This starts with communication and ends with the birth plan!!

Thank you all for taking the time to read my news letters and follow me on social media.

Remember these emails are a safe place and if you have questions please let me know.

Also if you are intereted in me discussing any topics in the news letters or have any ideas please feel free to share.

If you know anyone who needs a birth doula, coach, consultant, or trainer for ECE please send them my way!

Grace & Love,

Ms. Tevis

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