



## Discipline Policy

### Purpose

To guide children during camps and programs to develop a healthy behavior pattern that contributes to their overall well-being. Following these guidelines may help facilitate a successful camp or program.

### Procedures

Program staff in the care or custody of children during camps or programs are responsible for following this SOP.

- Expectations for participants to follow during camps and programs:
  - Listen to and respect staff
  - Respect other participants, treat others as you would want to be treated
  - Respect facility property and program supplies/equipment
  - Keep hands, feet and other objects to yourself
  - Participate in activities
  - Use an inside voice when inside
  - Clean up after yourself
  - Be positive and have fun!
- Staff should use the following steps when participants are not able to follow the above expectations:
  - Redirection
  - Verbal Warning
  - Time out away from the group
  - Behavior/Incident report send home (must inform parents each time a report is made, child behavior may be documented as few as once and not more than 3 times)
  - Meeting with supervisor, necessary staff, parent(s), and child. (At this time suspension or removal from the activity will be discussed).
- Situations that will result in an automatic behavior warning, incident report, or removal from program, are:
  - Stealing
  - Use of profanity
  - Violence (hitting, kicking, biting, punching, etc.)

- Property damage
- If a child engages in behavior which poses a threat of bodily harm to himself, others or facility property, an immediate meeting with parent(s), or guardian may be called. An immediate suspension or expulsion may result.