

DISCIPLINE POLICY FOR BOYS & GIRLS CLUB MEMBERS

We ask that all members of the Boys & Girls Club show respect for their fellow members and staff at all times. This includes but is not limited to respecting each member and their property, as well as their physical and emotional well-being. If at any time a member violates the rules of the program the following steps will be taken, as a part of the Club's Discipline Policy.

Level 1: Verbal Warning (no formal written report)

Examples include but are not limited too:

1. Occasional disruptive behavior
2. Occasional insubordination of directions
3. Leaving a supervised program area without permission
4. Disrespectful behavior to a member or staff

Consequences may include but are not limited too:

1. Verbal warning to correct behavior
2. Club member being separated from a group activity for a short period of time
3. Verbal notification to Parent or Guardian upon pick-up

Level 2: Incident Report (must be signed by parent at pick-up)

Examples include but are not limited too:

1. Repetitive daily insubordination of staff's directions
2. Repetitive disrespect for fellow members
3. Use of inappropriate language, off-colored jokes, and other offensive terms
4. **Initiation** of a fight
5. Touching other members physically and inappropriately
6. ACCIDENTAL destruction of property due to negligence

Consequences may include but are not limited too:

1. Verbal warning to correct behavior
2. Club member being separated from a group activity for a short period of time
3. Club member being asked to write a written apology to any staff/member who they affected
4. Possible suspension of no more than 2 days based on the severity of the incident
5. Signed incident report by parent or guardian

Level 3: Incident Report + suspension and possible expulsion

Examples include but are not limited too:

1. Fighting or touching a member or staff in a violent manor
2. *Constant* use of foul language, off-colored jokes, and other offensive terms
3. Excessive insubordination of staff directions
4. DELIBERATE destruction of property

Consequences may include but are not limited too:

1. Removal from all activities for the day
2. Immediate Parent notification
3. Suspension from the program from 2 days to 5 day based on the severity of the incident
4. Possible expulsion from the program based on the severity of the incident.
5. Single cases of extreme violence can result in expulsion from the program

***** All discipline issues will be dealt with as they occur. Serious infractions regardless of past behavior will be dealt with as such. Other infractions that were not outlined here will be dealt with at the staff's discretion and placed in the appropriate level. Please speak to your child(ren) to remind them of the need for their cooperation. With your support, we will maintain a safe and enjoyable program for all of our members.*****