



Program Rules & Discipline Program

Program rules have been established to ensure the safety, well being, and enjoyment of each participant. We expect appropriate behavior at all times from the program participants in order to prevent danger to themselves and others. It is our general policy to work with the parents in handling all disciplinary concerns. Parents are asked to familiarize themselves with all rules listed below.

RULES

Follow directions:

- Follow the rules of the game
- Follow directions given by any staff member

Respect yourself, staff, others, and their belongings:

- Keep hands and feet to yourself
- Do not touch other people's belongings
- Talk quietly when inside the building
- Refrain from name calling

Participate in activities:

- Become actively involved in the game or activity
- Be willing to assist with set-up & clean-up

Use appropriate language; refrain from inappropriate language and comments designed to hurt feelings or cause conflict.

Stay with your designated group and do not leave the supervised area unless given permission to do so. Remain with your buddy while on field trips.

Ask to use phones only in the event of an emergency.

Be responsible for your own property. Personal toys, games, game systems, and cell phones are to be left at home.

Use program equipment and supplies appropriately.

Progressive Discipline System

The following consequences serve as a guide. Depending on the severity of the behavior, other actions may be taken.

Time-out/Cool down

- The participant will receive a warning prior to being placed in time-out.
- The time-out period will be utilized as appropriate.
- Time-out will be followed with discussion between the Camp Director, Assistant Director, or Center Manager and the participant. Discussion will include behavior, reason, consequences, etc.

Verbal Notification to Parents

If participant is placed in time-out/Cool down twice in one day, the parent will receive verbal notification.

Written Warning

- If the participant is placed in time-out three times in one day, the parents and Center Manager/designee will have a discussion about the behavior, reasons, consequences, etc. This will be documented in writing and given to the parents. Depending on the severity of the behavior, parents may be notified in writing the first occurrence of the behavior.

Suspension

- Depending on the severity of the behavior, the participant will be suspended and upon return, a Behavior Contract will be developed.

Behavior Contract

- An outline of expectations and consequences for failure to follow rules. Both the camper and the parents will sign the terms and conditions of the Behavior Contract.

Expulsion

- Participant gives away the right to participate in Palm Beach County sponsored programs for the remainder of the Summer Camp Program.

Zero Tolerance Policy:

The following actions will result in an immediate consequence which may include suspension or expulsion from camp:

- Possession of illegal drugs, alcohol and tobacco
- Possession of firearms or any generally recognized weapon
- Possession of fireworks or explosives of flammable material to include, but not limited to, firecrackers, torpedoes, rockets, sparklers, party poppers, etc.
- Behaviors or comments suggesting discrimination
- Fighting
- Making threats
- Stealing
- Inappropriate language
- Inappropriate behavior or comments of a sexual nature.

I have read and understand the incentive program, program rules, and disciplinary guidelines.

Signature of Participant _____ **Date** _____

Signature of Parent/Guardian _____ **Date** _____