Behavior Management Policy & Agreement

The Boys & Girls Club recognizes and respects children as people with unique feelings, values, and needs. We believe that positive reinforcement and behavior modification through consequences are effective methods of interaction, particularly when dealing with behavior problems.

Please initial on the lines below to show that you have read and understand the following policies and procedures. In addition, please talk through our behavior policy with your child.

The 3-R Rules

Children are EXPECTED to:
Respect the Staff (including volunteers) e.g. refraining from “talking back” to staff
Respect yourself and others: e.g. refraining from putting yourself down, or from hurting someone else’s feelings
Respect the Club: e.g. refraining from the destruction or stealing of club property

The following steps will be taken in the event of inappropriate behavior:
__ 1. A Conversation between the child and staff member to identify the problem and determine a possible solution. At this point, children are given a chance to explain what happened and to make a choice about what they should do next.
__ 2. Removal/Loss of Privilege from the activity (“chill time”). This allows the child to gain control of a difficult situation, think of alternate & positive ways of handling the situation, and/or writing or drawing a letter of apology. When a child is asked to be in “chill time” it is recorded in the chill time log. If a child is logged in three times in one day, a discipline report will be issued.
__ 3. When steps 1 and 2 have failed, or when a dangerous rule is broken, a Discipline Report will be issued to the parents explaining what happened. All documentation will be filed and kept confidential. Club service projects (e.g. taking out recycling, organizing, cleaning) may also be given as a consequence. The accumulation of three discipline reports in one month can result in a short-term suspension (up to one week) and/or a parent/guardian conference.
__ 4. A Parent/Guardian Conference will occur when repeated behavior problems occur and/or when a behavior is dangerous to the child and/or other children. Parent(s)/guardian(s), the child, and staff will discuss the behavior and possible solutions. Future consequences for continued behavior and future rewards for improved behavior will be proposed, agreed upon, and documented at this time.
__ 5. Suspension/Dismissal: If the agreement is not upheld, or if a child receives three discipline reports in one month, another meeting will be held with the child, staff, and parents. At this time, a short term (up to 1 week) or longer term suspension will be required and a discussion as to whether this is the right program for the child will occur. If the suspension is not effective, the child will be dismissed from the program. Refunds will not be given for suspensions or dismissals.
__ 6. ***Dangerous/Violent Behavior: if your child behaves in a way that puts him/herself, staff, or other children in danger (violent behavior, threats toward or striking staff, or running away from the Club or site) guardians will be called to pick up their child immediately regardless of previous behavior. Such behavior may warrant immediate suspension. If you or someone you designate cannot pick up your child immediately in such situations, we will not allow their continued participation in our program. If a parent cannot be reached, then for the safety of children and staff we may need to call the police as our staff are not allowed to restrain children. Guardians of the child will be required to pay all fees/damages incurred. After an incident, staff will then meet to determine if the child can return to the club.

I, ____________________________________________, and my child have read, initialed, and agreed to follow all policies and procedures listed in the Behavior Management Policy of the Oak Harbor Boys & Girls Club. I have directed all questions about these policies to the Unit Director and/or the Program Director 360-240-9273.

Child Signature: ___________________________________________________

Parent Signature: ___________________________________________________ Date: ___________