

HORIZONS FOR YOUTH DISCIPLINE POLICIES

It is our goal that all children enrolling in the Horizons for Youth program have a class and camp environment which is fun, safe and enriching. With this in mind, we have established a set of guidelines to ensure that all children respect others and conduct themselves in a manner compatible with this goal. Classroom instructors and camp counselors will also provide your child with appropriate behavior rules, but the following is meant to give everyone a guide as to the behaviors that are considered inappropriate and/or unacceptable for our program and their consequences. **By registering for Horizons for Youth classes and/or child care (camp), you have agreed to adhere to the following policies and procedures.**

THREE STRIKES POLICY

A child will earn a strike as a result of the following:

1. **Inappropriate behavior:** This includes but is not limited to touching other children or their work, constant talking out of turn, yelling or running in the hallways, not respecting other's or the college's property, inappropriate bathroom behavior, and any other behavior that is inconsistent with the teacher's/counselor's general classroom rules.
2. **Inappropriate language:** This includes but is not limited to using foul language, verbally harassing another student, and any other language that is inconsistent with the teacher's/counselor's general classroom rules.
3. **Refusal to participate:** This includes but is not limited to refusing to participate in a classroom activity without a legitimate reason (i.e. not feeling well is a legitimate reason, saying, "because I don't want to" is not), refusing to accompany the group outside (i.e. for a bug hunt or snack break) or to a different location (i.e. the hallway for a bathroom break), and generally refusing to participate in a way that disrupts the rest of the class.

In the event that any of the above occurs, the following steps will be taken:

1. Your child may require a time out and/or verbal redirection from their teacher/counselor. You may be notified of their behavior by their teacher/counselor when you pick them up. Your child's teacher/counselor will explain to your child why his/her behavior is inappropriate.
2. Once you are notified of your child's behavior, and if their behavior continues to the degree that they need almost constant redirection and supervision, or they are affecting the other children's ability to have a positive camp experience, they will be awarded a strike.
3. If the same behavior or an equally offensive behavior continues again after all parties were made aware of the first strike, a second strike is enacted. A formal meeting will be arranged between the parent, child, and Horizons for Youth staff.
4. Should the behavior continue beyond this, a third strike will be enacted, you will be contacted, and your child will no longer be able to attend classes and/or camp. You will not receive a refund for that week. You may be asked to withdraw from the remainder of the summer program.
5. Additional notes: Once the Three Strikes Policy is enacted with your child, it carries over from week to week throughout his/her classes and camp. This means that your child's teacher the following week will be notified that the Three Strikes Policy is in effect. The slate will be wiped clean at the end of the summer. In addition, certain behaviors may result in temporary exclusion from activities.

TWO STRIKES POLICY

On rare occasion a three strike policy is an insufficient way to address particular behaviors; thus, it may be necessary to enforce a Two Strike Policy. Understand that you will be notified immediately in this situation. For example, a child will be disciplined using this policy as a result of (but not limited to) the following:

1. **Harassment or discrimination** which is based on race, color, sex (including sexual harassment), sexual orientation, religion, ancestry, national or ethnic origin, age or disability.
2. Blatant disregard for the rules which leads to **physical danger** for themselves or others.
3. **Destruction of property**, another student's or the college's.

In the event that any of the above occurs, the following steps will be taken:

1. You will be notified as soon as possible and a strike will be enacted.
2. Your child may lose certain class, camp, special events and/or field trip privileges.
3. All parties involved will meet to discuss the severity of his/her actions and how to ensure that this behavior does not continue.
4. If the behavior or any other strike-meriting behavior continues, your child will receive their final strike. (See protocol for when a child receives a third strike.)

IMMEDIATE ACTION POLICY

The NCC Horizons for Youth program is dedicated to ensuring your child is in a safe and caring environment at all times. This policy is in place to allow College personnel to bypass both of the above policies and temporarily suspend or permanently dismiss a child from camp and/or class for certain behaviors. These include instances where a child is an extreme danger to him/herself or others, damages physical property, and/or violates other NCC policies and regulations. Should this occur, parents will be contacted as soon as possible.