



Discipline Procedure School-Aged Care 2021

Hastings Community Education: Kids' Campus, Camp Horizons,
Big Shots, Specialty Care



Methods & Discipline Philosophy:

Expectations will be clearly made through daily practice, reminders, and discussions both in groups and individually. Children will be helped to understand their responsibility to the other children, staff, and environment. Staff will also model expected behavior and be held accountable by coworkers and supervisors.

When negative or dangerous behavior occurs, staff will attempt to redirect the child's behavior, while praising positive. We use both accountability-based discipline and conscious discipline. If behavior continues, the guardian will be notified of the behavior and the disciplinary procedure will be enacted:

****Please be aware of the COVID 19 Behavior expectations. Behaviors associated with this waiver are grounds for dismissal.****

Incident 1: The behavior was discussed with the child and the parent was notified via phone or email.

Date: _____

Description: _____

Staff Signature: _____ Parent Name: _____

Incident 2: The behavior was discussed (over the phone or in person) with the child and the parent. A written behavior plan was developed with parental input.

Date: _____

Description: _____

Staff Signature: _____ Parent Name: _____

Incident 3: After attempts of using the written behavior plan, the parent and child met with lead staff and coordinator to go over the written plan and make adjustments to ensure a positive outcome. *After this incident, the student is subject to taking a 'day away' upon the next behavior infraction.*

Date: _____

Description: _____

Staff Signature: _____ Parent Name: _____

Further incidents can result in the use of 'day away' for each following behavior incident. There is no refund for these 'day away' situations. We will do our best to engage in a warm welcome back to the program and have plans in place for successful return.