

## AFTER SCHOOL CLUB RULES

The following student rules are in effect, although additional rules may be made from time to time, especially for specific parts of the building and grounds or specific activities:

1. Follow the directions given by the teacher or group leader.
2. Be respectful of others, yourself and the property.
3. Always remain with a teacher or group leader.
4. Be responsible for your own belongings and respect the property that belongs to others, including the church.
5. Inside the building, walk.
6. Inside the building and in the van, use talking voices.
7. Use appropriate language.
8. Keep your hands and feet to yourself.
9. In the van or bus, sit where the driver asks you to sit.
10. In the van or bus, remain in your seat with your seat belt fastened.
11. At the end of the day, say goodbye to your classroom teacher (if you are not in their activity)

We ask parents to go over these rules, then sign and have the child sign them, when the student enrolls.

We will try to consistently affirm the children when their behavior has been positive and when they have done what the staff person has asked them to do. The staff will conscientiously thank the boys and girls when they have displayed an attitude that needs to be affirmed. When undesirable behavior occurs, the following consequences are in effect:

1. The adult will remind the student of the behavior expected. If further action is necessary:
2. The adult will stop the van or activity, move seats if necessary, and speak to student(s). The co-directors will be told about van problems. If further action is necessary:
3. The student(s) will be spoken to apart from others, the problem will be documented, and the staff will speak with parents. If further action is necessary:
4. The staff will write up a formal incident report. If further action is necessary:
5. After three incident reports, the student will be suspended for one day. (If the behavior problems are only on the van, the suspension will be from the van, not from the program.) If further action is necessary:
6. After five one-day suspensions in one year or three suspensions within two months, the parents will be given one week to find alternate after school care, and the child will be removed from the program.

In addition, the Board of Directors, on the recommendation of the program co-directors, may vote to terminate a student (with one week's notice) when it feels that the student's presence is detrimental to the program, regardless of how many suspensions have occurred.

No child shall be subjected to abuse or neglect, cruel, unusual, severe, or corporal punishment, including any type of physical hitting inflicted in any manner upon the body; punishments which subject a child to verbal abuse, ridicule, or humiliation; denial of snacks or meals, rest, or bathroom facilities; force-feeding; forcing a child to remain in soiled clothing or forcing a child to remain on the toilet; other punishment for soiling, wetting, or not using the toilet; or other punishment related to eating or not eating food.

All new students will begin with a two-week probationary period. At the end of those two weeks, if a student appears to have behavioral problems detrimental to the program or more complex than our staff can handle, the family will be given two weeks' notice and terminated.

We have read and talked about these rules.

Child's signature: \_\_\_\_\_

Parent or guardian's signature: \_\_\_\_\_

Today's date: \_\_\_\_\_