



Hamilton Area YMCA

School Age Care Corrective Action Policy

Introduction

The YMCA believes that children learn positive behavior through reinforcement and redirection. The most effective way to help a child learn positive behavior is to reward those behaviors so that the child will want to repeat them. We will teach alternative strategies or implement a behavior plan when appropriate behaviors are exhibited. We encourage verbalization of needs and feeling when it is developmentally appropriate.

We encourage the children to develop self-control to solve minor conflicts in a peaceful way. However, at times children behave inappropriately. Some of their behaviors may even be injurious to themselves or others. We feel, in order to preserve the safety of the children, these behaviors must be controlled. We will implement the guidance and direction necessary for healthy growth and development. Parents will be notified if negative behavior becomes a concern.

When positive discipline measures do not result in children meeting acceptable standards of behavior, corrective action may be initiated by program staff as a tool to improve behavior. Corrective Action is an instrument to change unacceptable behavior and offer direction.

Progressive discipline refers to the concept of increased severity in discipline if a child repeatedly violates rules or fails to meet behavior expectations. In adherence to the principles of progressive discipline, violations of the code of conduct or behavior standards are categorized into three categories and each carries its own series of consequences. The categories of violations are as follows:

1. Minor Violations
2. Major Violations
3. Critical Violations

Definition of Violations

Minor Violations

1. Disrespectful towards staff
2. Disrespectful towards other students
3. Disruptive behavior
4. Repeatedly not following directions
5. Repeatedly not following program/ game rules
6. Excessive Horseplay

Major Violations

1. Pushing
2. Tripping
3. Hitting
4. Kicking
5. Spitting
6. Threatening comments or gestures
7. Uncontrollable Behavior
8. Aggressive Behavior towards other children or staff
9. Inappropriate Language
10. Teasing or embarrassing others
11. Willful destruction of YMCA or School Property

Critical Violations

1. Fighting
2. Leaving assigned area without permission
3. Biting
4. Aggressive behavior that causes serious harm to another child
5. Harassment, Intimidation, Bullying

*Under New Jersey Law, "harassment, intimidation, bullying" means any gesture, any written verbal or physical act or any electronic communications, whether it is a single incident or a series of incidents, that is:

- a. Reasonably perceived as being motivated by either any actual or perceived characteristic such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability, or
- b. By any other distinguishing characteristic; and that
- c. Takes place on school grounds, at any school sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other pupils; or
- d. A reasonable person should know under the circumstances will have the effect of physically or emotionally harming a pupil or damaging
- e. Has the effect of insulting or demeaning any pupil or groups of pupils; or
- f. Creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil.

***Harassment, Intimidation, and Bullying Policy Hamilton Townships-Mercer County Board of Education**

Administration of Discipline

Progressive discipline for the aforementioned violations will be administered with regard to the following disciplinary track

	First Violation	Second Violation	Third Violation	Fourth Violation	Fifth Violation
Minor Violation	Verbal notice to parent/guardian describing the behavioral concern	Written notice to parent describing the behavioral problem	Written notice to parent describing the behavioral problem and parent conference	1-3 days out of program suspension (tuition not prorated)	Expulsion from the program without reimbursement from the program. Parent will be given two weeks to make alternate child care arrangements
Major Violation	Written notice to parent describing the behavioral problem	Written notice to parent describing the behavioral problem and parent conference	1-3 days out of program suspension (tuition not prorated)	Expulsion from the program without reimbursement from the program. Parent will be given two weeks to make alternate child care arrangements	
Critical Violation	1-3 days out of program suspension Or Immediate Expulsion from the program without reimbursement from the program	Immediate Expulsion from the program without reimbursement from the program			

At every phase the before or after school program staff should follow up with a discussion with the child about the behavior as well as an appropriate in program consequence immediately after the behavior is exhibited.

Terms of Progressive Discipline

All corrective action is documented in writing, including a description of the violation, date, and time, and it is signed by the child's parent/guardian and a program staff member. A parent's refusal to sign the documentation will be noted in the report.

Terms of Suspension

When a program participant is placed on suspension, the length of suspension is contingent upon the severity and nature of the violation.

Determination of the violation is at the discretion of the Program Director