

Club KHAOS Before & After School Program Behavior Expectations & Rules of Conduct

- I will respect the Club KHAOS Program Staff, visitors, and other youth.
- I will respect myself and the property of others.
- I will not scream or yell at others.
- I will not join in name-calling, hitting or non-cooperation.
- I will not swear or use profanity.
- I will always be in designated, supervised areas and stay with Club KHAOS Program Staff at all times.
- I understand that the Club KHAOS Before and After School Program has a ZERO TOLERANCE POLICY for fighting, verbal abuse, physical abuse or “play fighting” at any time.
- Club KHAOS Program Staff reserves the right to immediately suspend or expel a participant who is a danger to him/herself or others.
- I will follow all school rules in addition to these rules.

I understand that failure to follow these rules will result in the following:

CONDUCT PROCEDURES:

These procedures will be followed according to the severity of the incident (some of the steps may be skipped):

- 1) Verbal warning.
- 2) A time out or break from activities.
- 3) Think Time and/or Behavior Form
- 4) Conduct Report* and/or a phone call to parents.
- 5) 3 Conduct Reports* within 30 calendar days will result in a three-day, **non-refundable** suspension from the program.**
- 6) 9 Conduct Reports* within a school year will result in dismissal from the program.**

*CONDUCT REPORTS:

Conduct report forms will be filled out by program staff in the event of a behavioral problem on the part of a child. These write-ups include a description of the behavior infraction and discipline actions taken. Forms will be given to parents when they pick up their child and require parents to discuss the infraction with their child and make comments on the form. The child will also write their plan for improvement. Forms are in triplicate and copies will be filed with the parent, Club KHAOS staff, and park and recreation office. Completed forms must be returned when the child is dropped off at camp the following day.

Participants will not be allowed to attend the program until this completed conduct report form is returned.

****Suspensions and expulsions are non-refundable.**

I have read and understand that failure to follow the above Rules of Conduct will result in the above mentioned procedures.

Printed Name of Participant

Signature of Participant

Date

Printed Parent/Guardian Name

Signature of Parent/Guardian

Date

The Medical History/Personal Information Form **must** be turned in to the Recreation Office at the Field House **at least 48 hours prior to the child attending the first day of the session**