



# Hanover Parks & Recreation

## Program Disciplinary Procedures



Each participant has a reasonable expectation to enjoy a positive summer experience. Therefore, the misbehavior of one participant, or a group of participants, should not be permitted to impact negatively on the summer experience of others. Most programs are short in duration, so prompt action is required when problems occur. Parents and participants should be aware of the disciplinary policy.

**First Offense:** Participants failing to adhere to program rules, or exhibiting behavior clearly intended to annoy or endanger other participants, will be privately and formally warned by a Playground Assistant and informed that subsequent misbehavior will result in formal counseling by the Program Director.

**Second Offense:** Subsequent misconduct will result in counseling by the Program Director and a warning that further misconduct will result in removal from program. At this point, the Program Director will contact the parent or guardian to advise him/her of the situation and the possible need for picking the child up from the program if there is further misconduct.

**Third Offense:** Any further inappropriate behavior will result in expulsion from program.

NOTE: THE HANOVER PARKS and RECREATION COMMITTEE EXPECTS EACH PARTICIPANT TO HAVE A SUCCESSFUL EXPERIENCE. ANY OF THE STEPS OUTLINED ABOVE MAY BE OMITTED OR REPEATED AT THE DISCRETION OF RECREATION DIRECTOR. PARTICIPANTS DISMISSED FROM PROGRAM FOR DISCIPLINARY REASONS WILL NOT RECEIVE A REFUND OF ANY FEES PAID TO ATTEND PROGRAM.

It should be understood this procedure is intended to provide a reasonable and consistent method for dealing with the type of behavior that can be disruptive to a program, but is not so egregious as to warrant immediate dismissal from program. It in no way precludes immediate dismissal from program for more serious disciplinary problems or violations of program regulations. A serious disciplinary problem is defined as one in which the staff determines that a child is engaging in inappropriate behavior that includes, but is not limited to the following: actions which put the participant, other participants, or staff member's safety in jeopardy; inflicting physical or emotional harm on self or others, vandalism or destruction of property; theft of property or the property of another participant; consistently disrupting the program; possession of alcohol, drugs, or weapons; fighting; sexual harassment; sexual misconduct, or behavior that is serious enough to warrant a third offense.

### Parent / Participant Pledge:

*We understand the disciplinary procedures described above. We understand failure to demonstrate proper conduct during the program may result in early dismissal from the program without any refund of fees paid to attend. We pledge to abide by all program rules and to exercise good behavior and proper respect for others.*

CHILD(REN)'S NAME(S) \_\_\_\_\_ Participant's Initials \_\_\_\_\_

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_ Date: \_\_\_\_\_

Programs(s): \_\_\_\_\_