

## Minerva Youth Commission

### Discipline Policy, 2023

The safety of our campers is the number one concern of the Minerva Youth Program. It is a great program with an excellent history, and the Town of Minerva wishes to ensure that all campers attending the program thoroughly enjoy the swimming, crafts, sports, and outings in a safe and fun environment. We see each child as our priority and work to make their summer fun, interesting, and above all, SAFE. Please become acquainted with this policy.

Campers are expected to behave in a respectful manner towards staff and peers. All discipline is based on this understanding. It is important that there is a uniform policy that addresses the acceptable and unacceptable behavior of the campers. The need for safety and behavioral oversight has been discussed by the Minerva Youth Commission, which has had input into and approved this discipline policy.

This discipline policy and behavioral expectations are discussed with program staff prior to program start. Campers will learn about what is expected of them at the program's beginning, with lots of reinforcement by staff during the summer. We ask that you, as parent(s) or guardian(s), help us by informing your children of acceptable behavior and what is not.

#### **Swearing, inappropriate language**

The Youth Program expects campers and staff to use appropriate language at all times. Swearing and disrespectful behavior directed toward staff and campers will not be tolerated.

#### **Uncooperative Behavior**

If a camper does not follow the directions of the staff or respect the rules, we cannot be sure that the camper will participate in an appropriate and safe way on outings.

#### **Aggressive behavior**

No violence or aggressive behavior from campers or staff will be tolerated. Any and all violence or aggressive behavior including threats and physical contact with others will be handled swiftly and in compliance with this discipline policy.

Counselors are responsible for filing behavior logs and sharing those daily logs with the director. For the above situations, the child will be removed from activity for 15 minutes. If the behavior continues the camper will be brought to the Director (or Assistant Director in his/her absence), and the problem will be discussed with the child. Normally, the issue can be resolved and the child would return to the group.

However, if the situation escalates, **OR** the camper is consistently removed from activities **OR** the initial behavior is deemed severe, the camper will be brought to the Director and the following procedures will be implemented by the Director:

- **First Incident consequences:**
  - (A) Camper can be sent home from program for the remainder of the day
  - (B) Parent informed by phone call and first incident report
- **Second Incident (given only after child receives first incident report) consequences:**
  - (A) Camper can be sent home from program for the remainder of the day
  - (B) Parent will receive phone call and second incident report
  - (C) Upcoming outings will be discussed
- **Third Incident (given only after child receives second warning) consequences:**
  - (A) Sent home from program
  - (B) Parent informed by phone call and final incident letter
  - (C) Parents will meet with Director and discuss camper's future in the program

If there is no apparent effort to improve behavior on the part of the child, the Director will remove the child from the program until the Youth Commission reviews the case and determines if the child can return to the program.

Acceptable behavior during this program has been discussed with and by the Minerva Youth Commission, and our intent is to make this summer a great one for all the campers and staff. Again, we ask that you, as parent(s) and/or guardian(s), help us by informing your child what is acceptable behavior and what is not.

If there are any further questions, please contact the Director at the Minerva Town Hall at (518) 251-2869. Please leave a message or if there is an emergency you may call the Director at home at (518) 251-5060 or on my cell (518) 586-6655.

Michael Corey  
Director, Minerva Youth Program  
Minerva Youth Commission