

Wilson Summer Recreation Child Disciplinary Procedures

This information is the same information given to our counselors, created by our directors. It is to allow you, the parent/guardian, to understand the procedures in which we take to discipline the children if they commit an infraction of our rules.

Types of Infractions

- Verbal
 - All name calling, general meanness, and antagonizing.
 - Being mean and antagonizing are judgment calls.
- Physical
 - Hitting, kicking, biting, scratching, throwing things, etc.
- Behavioral
 - Not listening to direction, lying, disobeying, etc.

Disciplinary Structure

- Verbal
 - Three warnings in one day/week equals write-up.
- Physical
 - Two warnings in one day/week equals write-up.
 - Two write-ups equals a suspension.
 - In any physical altercation that is not seen:
 - We will first address the child who was hit to see if they are in need of additional care.
 - We will first hear the side of the story from the child who was on the receiving end.
 - We will then talk to the child who was on the giving end.
 - We then will decide the appropriate punishment.
- Behavioral
 - Two warnings in one day/week equals write-up.
 - Any child lying will automatically receive in-rec detention.
- Initial warning will result in an in-rec detention on a case-by-case basis.
- All warnings reset after two weeks of the last incident.

Threatening/Inappropriate Actions

- If there is a threatening/inappropriate action such as punching, hitting with an object/equipment, fighting, touching, unwanted comment, or other, the punishments are more severe.
 - First incident equals a write-up.
 - Second incident equals a suspension.
 - Third incident equals removal from summer recreation permanently .

- All incidents will also be reported immediately to parents, as well as an in-person follow-up at the end of the day.

Write-Ups

- Forms will be kept by the director and assistant director.
- Any counselor that views/is involved with a child that commits an infraction will be the one filling out the write-up form with the assistance of the director or assistant director.
- Write-ups will be presented to the parent at the end of the day for review and signature.

Discipline Spreadsheet & Documentation

- A spreadsheet that is kept by the director and assistant director will keep track of the child, type of infraction, number of infractions, and additional notes.
 - Infractions will be marked V (verbal), P (physical), or B (behavioral) on the spreadsheet.
 - A separate document will contain information on the incident, if necessary.
- Spreadsheets will be kept weekly