

# Riverside Parks and Recreation Behavior Guidelines



In order to maintain a safe and enjoyable environment, a strict discipline policy has been adopted. The following policies are designed to preserve a healthy program experience for all concerned.

The following infractions will constitute utilization of the discipline system (including but not limited to):

1. Harming one's self, such as, but not limited to:
  - a. Leaving designated grounds without permission.
  - b. Leaving designated group without permission.
  - c. Physical damage to self.
  - d. Possession, use or transfer of alcohol, illegal drugs, tobacco or tobacco products...this includes matches and lighters.
  
2. Harming others, such as, but not limited to:
  - a. Fighting.
  - b. Throwing objects at or near others.
  - c. Bringing or using weapons...knives, glass, sharp objects, etc.
  - d. Extreme verbal abuse.
  - e. Profanity.
  - f. Other aggressive behavior.
  - g. Showing disrespect to other participants and staff.
  
3. Damage to property, including, but not limited to:
  - a. Vandalism.
  - b. Tantrums resulting in damage to property.
  - c. Breaking, damaging or destroying property.
  - d. Theft: taking any item that does not belong to the child.

*Parent/Guardian or program participants will be responsible for ANY damages caused by participant.*

## Discipline Procedures

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|------------------------|--|
| 1 <sup>st</sup> Strike | A letter will be given to the parent/guardian to be signed and acknowledged by the parent/guardian and program participant.  |
| 2 <sup>nd</sup> Strike | A letter will be given to the parent/guardian to be signed and acknowledged by the parent/guardian and program participant.  |
| 3 <sup>rd</sup> Strike | A letter will be given to the parent/guardian to be signed and acknowledged by the parent/guardian and program participant.  |
| 4 <sup>th</sup> Strike | A letter will be given to the parent/guardian to be signed and acknowledged by the parent/guardian and program participant.  |
| OUT                    | The participant will be dismissed from all remaining Program days following the offense. The parent/guardian will be notified and a written explanation will be sent home. |

Depending on the degree of the offense, a program participant may be permanently dismissed from the program following the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> offense. **There will be NO REFUNDS for missed day(s) due to the disciplinary infractions.**

**I acknowledge that I received adequate information and understand the disciplinary action to be taken by the Riverside Parks & Recreation Department.**

***Signature required on Important Documents Sheet handed out at registration***

# BEHAVIOR CONTRACT /RELEASE FORM

It is very important that all participants know what is expected of them and how they will conduct themselves.

Participants may experience many difficult situations or participate in a wide variety of activities that may be somewhat stressful, such as being cold, very hot, wet, tired, or even irritated with themselves or other group members. These stresses will be good to experience since they resemble real life situations in which we all must learn to successfully cope with. All participants will be required to share in program responsibilities. These include clean up, taking care of themselves and others, and cooperation with leaders to help the group attain their goals for their activities. Participants must also respect the rules and procedures set by the Riverside Parks & Recreation Department for the protection of the individual, group, and the environment.

**Individuals who violate the established rules will be disciplined or sent home dependent upon severity.** The program leaders will evaluate violations on an individual basis.

We, (*participant*) and (*parent*), have read the above thoroughly and understand what behaviors are expected at the Riverside Parks and Recreation Before & After School Program. I realize that if I violate the established rules, I will be disqualified from further participation without refund. I will do my best to follow all rules to make the program a success for myself and others.

***Signature required on Checklist Acknowledgement Waiver handed out at registration***



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*Riverside Parks and Recreation*

