



BEHAVIOR MANAGEMENT POLICY

BEHAVIOR

The Frankfort Park District encourages and promotes the concept of fun for everyone. However, Frankfort Park District participants are expected to exhibit appropriate behavior at all times. Therefore, a behavior code has been developed to ensure a safe and enjoyable program for all participants. Additional rules may be developed for specific programs as deemed necessary by Frankfort Park District staff.

The Frankfort Park District's basic behavior code insists that participants shall:

1. Respect other participants, staff and volunteers, and take direction from staff.
2. Refrain from using abusive or foul language.
3. Refrain from causing bodily harm to self or others.
4. Use equipment and supplies in an appropriate manner, and to treat the hosting facility with care and respect.
5. Conduct themselves in a manner to ensure the facility being used is left in the same condition, or better, than when the Frankfort Park District participants and staff arrived.
6. Not possess any weapons.

DISCIPLINE

The Frankfort Park District applies a caring, positive approach to discipline. Frankfort Park District staff reviews rules with participants, and are willing to work with parents, guardians or caregivers to develop behavior modification programs as necessary. Frankfort Park District reserves the right to dismiss a participant whose behavior endangers his or her own safety or the safety of others.

PROCEDURES

If the participant exhibits inappropriate actions, the following guidelines should be followed:

1. Program leaders should determine the severity of the action and immediately take steps to correct it. These may include, but are not limited to:
 - A verbal warning.
 - A supervised time-out from the program. The type of time-out may vary according to the situation (observational: from sidelines of activity;

exclusion: away from the group, but within view of the activity; seclusion: time-out area with staff member present away from view of the activity). If physical restraint is used to protect against injury, the time-out should be documented on a conduct report. Any conduct report made should be given to the full-time supervisor.

- A suspension from the program for a designated time period. When determining the timeframes of suspension, staff should consider the severity of the actions; the length of the program or activity; any past behavior issues with the individual; and willingness to improve their inappropriate behavior.
 - Dismissal from the program or activity. If inappropriate behavior persists or the behavior completely disrupts a program, removal from the program or activity may be necessary. Once again, the Frankfort Park District reserves the right to dismiss a participant whose behavior endangers his or her own safety or the safety of others.
2. If a participant receives a time-out or a suspension, the supervisor of the program should contact the parent/guardian. The supervisor should explain the inappropriate actions that were observed by the staff. Documentation is strongly recommended.
 3. Communication between staff and parent should be ongoing regarding any further incidences of inappropriate behavior. Some other options may be discussed with the parent/guardian including:
 - Transfer to another program where inappropriate behavior may be less prone to occur.
 - Limited/reduced timeframe that participant is allowed to attend the program.
 4. Appeals by the participant and/or participant's parent/guardian should be directed to the Executive Director or the Superintendent of Recreation.

WHEN TO CONTACT THE POLICE

- If the participant makes a direct threat of hurting himself, call the parent/guardian immediately. If a parent/guardian is not available, call the police.
- If a participant becomes overly aggressive and violent, call the police.