



Parks and Recreation

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# Churchill County Parks & Recreation

325 Sheckler Road Fallon, NV 89406 (775) 423-7733 (775) 423-7734 (Fax)

## CARE RULES

Rules governing behavior are necessary in order to assure everyone's safety and enjoyment. Participants are expected to behave at all times and can accomplish this by showing respect towards themselves and others. The following list represents some – though not necessarily all – of the behaviors that are not acceptable while at the CARE program. Unacceptable behavior is addressed as outlined in the CARE Progressive Discipline Plan. Repeated or severe infractions may result in suspension or removal from the CARE program.

Parents are expected to review these expectations with their campers in advance of their attendance at the program. Rules are discussed with all campers at the beginning of the summer and reviewed intermittently and as needed thereafter.

Examples of inappropriate behavior include (**BUT NOT LIMITED TO**):

1. **ABUSIVE LANGUAGE/INAPPROPRIATE GESTURES** – The use of foul or unkind words, inappropriate gestures toward participants, staff, or self.
2. **FIGHTING/ASSAULT** – Striking or injuring another participant.
3. **DISRESPECT OF STAFF AND PARTICIPANTS** – Talking back to or not listening to staff members – not following directions.
4. **MISUSE OF CARE PROPERTY** – Improper care of equipment or items that belong to CARE, Churchill County Parks & Recreation, Churchill County School District, or to another person.
5. **STEALING** – Removing items from CARE, staff members, or other participants without permission.
6. **SPITTING** – Spitting on property, equipment, others, or self.
7. **FAILURE TO ADHERE TO SPECIFIC RULES** – Disobeying rules established by the CARE program or Churchill County Parks & Recreation.
8. **RUNNING AWAY** – Leaving the immediate area of supervision.
9. **LYING** – Always tell the truth.



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## PROGRESSIVE DISCIPLINE PLAN

Inappropriate Behavior and/or Rule Infractions will be addressed with the following progressive actions:

**1<sup>st</sup> Offense** – Reinforce the Rule Verbally. A Counselor will speak with the child and make him/her aware of the rule that was broken.

**2<sup>nd</sup> Offense** – Separation and Reinforcement of the Rule. A Counselor will pull the child aside and speak with them individually to remind the child of the expectation and the appropriate behavior. They will seek to address any factors that may be contributing to the repeated infractions.

**3<sup>rd</sup> Offense** – Removal from Activity and Reinforcement of the Rule with Recreation Leader and/or Recreation Coordinator. The Recreation Leader or Coordinator will begin the Progressive Discipline Plan and fill out an Incident Report – initiating the process below. The child may be removed to a different location or activity, as the situation warrants.

If a rule is broken and steps 1 – 3 have been used, an *Incident Report* will be completed and signed stating the infraction and the actions taken. If an *Incident Report* is signed:

**1<sup>st</sup> Time** – The CARE Director will complete an *Incident Report* informing the parent of the situation. The parent will be notified when the child is picked up in the afternoon. The report will stay in the child's folder for as long as he/she attends the CARE program.

**2<sup>nd</sup> Time** – This will be the same as the First *Incident Report* signing. (If this is a new behavioral problem, steps 1-3 will be repeated. If it is the same behavioral problem as on first-time report signing, steps 1-3 will NOT be repeated).

**3<sup>rd</sup> Time** – A phone call will be made to the parent. The child must be picked up for the remainder of that day and there may be a one-day suspension for the following day.

**4<sup>th</sup> Time** – The parent MUST pick up the child from his/her location. The parents must have a meeting with the Recreation Supervisor, CARE Director, and child. The child will not be able to attend the SUMFUN program until the meeting is conducted and a plan of action and solution are agreed upon.

**5<sup>th</sup> Time** – If an *Incident Report* is signed for a fifth time, the child will be suspended or terminated from the program.

\*If a child commits any physical harm towards another child or staff, that child will be sent home immediately. Fighting will not be tolerated for any reason, if a child is involved in a physical altercation he/she will be sent home immediately. **Aggressive behavior will not be tolerated.**

\*If a child runs away from a supervised area, they will be automatically sent home for the remainder of the day and possibly longer. When a child leaves a supervised area, they run the risk of being hurt. It is imperative that the children know that running away will not be tolerated.

### ***Affirmation:***

***I hereby affirm with my signature below that I have read and fully understand the "Progressive Discipline Plan" and have discussed the "CARE Rules" with my child(ren).***

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**Parent/Guardian Signature**

**Date**