

BEHAVIOR MANAGEMENT GUIDELINES

The Community Education Program adheres to the Shelby County School's Code of Conduct. In order to create a positive and safe environment for all, children are expected to follow the After School Care/Summer Camp rules. Be sure to obtain a copy from your After School Care/Summer Camp Site. It is imperative that parents and staff work together. To accomplish this, all concerns must be brought to the attention of the In-Charge Teacher.

Rule infractions will be dealt with in the following manner:

- Time-out
- Loss of privileges
- Verbal communication with parent

For significant or repeated minor offenses, written Infraction Notices will be issued to the student.

Serious offenses will result in:

- Disciplinary Notice #1
- Disciplinary Notice #2, with possible suspension and/or Parent Conference.
- Disciplinary Notice #3, with dismissal from the program for one year. Parent may appeal this within one week of notice.

Other grounds for dismissal may include:

- Habitual tardiness in picking up children.
- Verbally abusive language by parents toward staff or children.
- Unpaid balances.
- Parents approaching or disciplining any counselor or child in our care.

Please note: If your child is dismissed due to behavior issues, payment will not be refunded.