



DISCIPLINE CONTRACT

To ensure a cooperative, safe, and caring environment, as well as guarantee that ALL students enjoy their day, the following policies will be enforced by the staff of TEGA Kid's Superplex. Please read, and with acknowledgement that you understand and agree to comply with all that is listed below, **sign at the bottom of the page.**

RULES:

- Directions are followed the first time they are given.
- We keep our hands, feet, mouths, and objects to ourselves.
- We stay with our group at all times.
- We make proper use of all the facilities including the restrooms.
- We use materials, supplies, and indoor and outdoor equipment properly and as instructed.
- We always treat others with respect and never use foul language, call names, tease or bully others.

Appropriate Behavior:

The KDO staff use a wide variety of rewards and privileges to recognize, acknowledge, and support the student's use of "good behavior".

Inappropriate Behavior:

Examples of inappropriate and unacceptable behaviors include, but are not limited to: leaving assigned areas without permission, use of foul language, threatening the health or safety of others, hitting/ kicking/ scratching/ biting/choking others, throwing rocks, dirt, sticks, etc. at others, stealing, damaging or destroying property, general disrespect or defiance, non-cooperation.

If a child is deemed to be out of control, the parent/guardian will be called to immediately come to pick up the child for the remainder of the day.

Children who have repeated difficulty behaving appropriately will be suspended for two weeks, at the parent's expense. Upon return from suspension if the student continues to have disruptive, harmful or distracting behavior that student will be dismissed from the program permanently.

The following steps may be applied for inappropriate behavior:

- **Step One:** Child is given a verbal warning and is given instructions on how to correct his/her behavior.
- **Step Two:** Child is given a set "time-out" from the current or a future activity, away from the others.
- **Step Three:** The Director/General Manager will be informed and the child will be required to talk to the director/manager about the situation and the parents/guardian will be called or told at pick-up. Parents are expected to discuss the inappropriate behavior with their child and to work with the TEGA staff to stop the misbehaviors. Depending on the seriousness of the behavior, time-outs may be given immediately as determined by the staff. If the director/manager decides it is necessary to remove a child from the program, the above steps may be bypassed and his/her parent will be called to pick up their child immediately.

Suspension or Termination

In addition to the situations listed above, students may also be suspended or terminated based on parents/guardians:

- Repeatedly being late in picking up children from the facility.
- Repeatedly being late and/or for non-payment of fees.
- Inappropriate behavior towards staff or other TEGA employees, use of inappropriate language, being verbally or physically threatening or intimidating, any physical aggression and/or damage to property.
- Disregard of or the refusal to follow the TEGA procedures and guidelines.

I have read the Discipline Contract and agree to discuss the policies with my child. I agree to abide by this contract and to support the TEGA KDO staff as it may pertain to these rules and expectations.

Parent/Guardian Signature _____ Date _____

updated 5/19