

Out of School Time Discipline Rubric for Repeated Behaviors

Behavior	Step 1	Step 2	Step 3
<p>Mild Behaviors (Any behavior that demonstrates a lack of respect for the feelings and well being of others)</p> <p><i>Repeated incidents such as:</i> name calling, mocking, put downs, rude gestures (eye rolling, dirty looks, sighing), taunting and related behaviors.</p> <p>(School Day behaviors are also taken into consideration)</p>	<p>--Conversation about behavior/choices using the Y model (looks like, sounds like, feels like) --Conference with victim --Same Day Action:</p> <ul style="list-style-type: none"> • Remind child of Y chart expectations • Move child out of regular room and into “Buddy Group” for the day • Child Writes Fix-It Plan • Staff documents incident in Binder • Staff talks face-to-face with parent about repeated behaviors and go over Fix-it-Plan and all parties sign form <p style="text-align: center;"><i>SC Facilitates</i></p>	<p>--Conversation about choices. --Action:</p> <ul style="list-style-type: none"> • Take a Break from Activity • Review Fix-It Plan • Logical Consequence (wherever incident is happening, loss of privilege for day, Ex: disobeying rules that group set up; going up slide the wrong way and can’t go on slide for remainder of day.) • Move child out of regular room and into “Buddy Group” for the rest of day and following day • Staff documents incident in Binder • Staff talks face-to-face with parent about repeated behaviors and go over Fix-it-Plan and all parties sign form <p style="text-align: center;"><i>SC Facilitates</i></p>	<p>--Removal from program area --Call to Parents --Action:</p> <ul style="list-style-type: none"> • Removal from Program for remainder of day, Staff calls parents to pick up child from program • Letter of apology • Personal Behavior Plan developed by student, parent and FL/SC • Referral to School Resources • Staff documents incident in Binder • Staff talks face-to-face with parent about repeated behaviors and go over Fix-it-Plan and all parties sign form <p style="text-align: center;"><i>SC Facilitates</i></p>
<p>Moderate Behaviors (Any behavior that may cause injury)</p> <p><i>Repeated incidents such as:</i> damaging property, incidents of rough play, exclusion, gossip/ spreading rumors, insults, negative written notes, negative behaviors toward specific person, and related behaviors.</p>	<p>--Student with moderate behaviors should have a Fix-it-Plan in place already --Action:</p> <ul style="list-style-type: none"> • Review Fix-It Plan • Removal from Program for remainder of day, Staff calls parents to pick up child from program • Letter of apology • Personal Behavior Plan developed by student, parent and FL/SC • Staff documents incident in Binder • Staff talks face-to-face with parent about repeated behaviors and go over Fix-it-Plan and all parties sign form <p style="text-align: center;"><i>SC Facilitates</i></p>	<p>--Action:</p> <ul style="list-style-type: none"> • Review Personal Behavior Plan • Removal from Program for remainder of day plus 1-2 days depending on severity of incident, Staff calls parents to pick up child from program • Referral to School Resources • Staff documents incident in Binder • Parents and SC/FL must meet before child can return to program. <p style="text-align: center;"><i>SC Facilitates</i></p>	<p>--Action:</p> <ul style="list-style-type: none"> • Child is removed from program until the following school year • Staff documents incident in Binder • Parents and SC/FL must meet before child can return to program. Depending on age/maturity of child, they will be included in meeting. <p style="text-align: center;"><i>SC and Program Director Facilitates</i></p>
<p>Severe Behaviors (Any behavior that may cause injury)</p> <p><i>Repeated incidents such as:</i> biting, harassment (racial, ethnic, gender or religious), stealing, hitting, kicking, punching, repeated/chronic failure to comply with rules, spitting, vandalizing, verbal or written threats, slapping, grabbing, hair pulling, kneeing, damaging property and related behaviors.</p>	<p>--Student with severe behaviors should have a Personal Behavior Plan in place already --Action:</p> <ul style="list-style-type: none"> • Review Personal Behavior Plan • Removal from Program for remainder of day plus 1-2 days depending on severity of incident, Staff calls parents to pick up child from program • Referral to School Resources • Staff documents incident in Binder • Parents and SC/FL must meet before child can return to program. <p style="text-align: center;"><i>SC Facilitates</i></p>	<p>--Action:</p> <ul style="list-style-type: none"> • Removal from Program for remainder of day plus 3-5 days depending on severity of incident, Staff calls parents to pick up child from program • Staff documents incident in Binder • Parents and SC/FL must meet before child can return to program. <p style="text-align: center;"><i>SC and Program Director Facilitates</i></p>	<p>--Action:</p> <ul style="list-style-type: none"> • Child is removed from program and is not able to return • Staff documents incident in Binder • Parents and SC/FL should meet. <p style="text-align: center;"><i>SC and Program Director Facilitates</i></p>

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Threats of harm to self or others will be dealt with immediately on an individual basis in relation to severity.
The severity of each incident will be individual evaluated and may warrant variance from the rubric as determined by Site Coordinator.
Multiple infractions in close proximity may result in additional consequences as determined by the Site Coordinator.
Staff retains the right to remove any participant from program or call 911 if safety of program/ program participants/staff is jeopardize