



Bethlehem Recreation Department

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Participant Discipline Policy

The Bethlehem Recreation Department is committed to providing a safe, positive, respectful, and inclusive environment for all participants, staff, volunteers, and spectators. We strive to create an environment where all participants feel safe, respected, and included. We encourage participants to make choices that support a positive experience for everyone.

Expected Behavior:

- Follow instructions from Recreation Department staff and volunteers.
- Treat others with respect and kindness.
- Use appropriate language and behavior.
- Respect facilities, equipment, and property.
- Participate safely and avoid actions that may cause harm to themselves or others.
- Demonstrate good sportsmanship and teamwork.

Unacceptable Behavior:

- Disrespectful or defiant behavior toward staff, volunteers, or participants.
- Bullying, harassment, intimidation, or threats.
- Physical aggression, fighting, or attempting to harm others.
- Use of inappropriate, offensive, or abusive language.
- Damage to Recreation Department property or equipment.
- Theft of property.
- Repeated disruption of activities or programs.
- Possession of prohibited or dangerous items.
- Any behavior that jeopardizes the safety or well-being of others.

Progressive Behavior Support Process:

The Recreation Department uses a progressive behavior support system designed to encourage positive choices, teach appropriate behavior, and maintain a safe environment for all participants. Depending on the severity of the incident, steps may be adjusted at the discretion of the Recreation Director and Town Administrator.

Warning:

- Staff will meet with the participant to discuss the behavior, review expectations, and identify strategies for success.
- Parent/guardian will be notified.
- Incident will be documented.

Strike 1:

- Parent/guardian will be notified.
- Incident will be documented.

- A brief pause in participation of one (1) program day will be implemented to support a successful return to programming.

Strike 2:

- Parent/guardian will be notified.
- Incident will be documented.
- Participation will be paused for one (1) week to support a successful return to programming.

Strike 3:

- Parent/guardian will be notified.
- Incident will be documented.
- Participants will be suspended for a duration deemed appropriate by the recreation Director and Town Administrator based on the severity and circumstances of the behavior.

Severe Misconduct:

Certain behaviors that present an immediate safety concern may require an immediate response, including temporary removal from programming without progressing through the discipline process.

Behavior Record Reset:

To encourage growth and positive behavior, disciplinary records will reset one (1) month after the participant's most recent Behavior Incident Report, provided no additional incidents occur.

Parent/Guardian Partnership:

The Recreation Department values collaboration with parents and guardians in addressing behavioral concerns. Continued participation is most successful when families and staff work together to support positive behavior. In rare circumstances where collaborative efforts are unsuccessful, additional participation restrictions may be considered.

Appeal Process:

Parents or guardians may submit a written appeal to the Recreation Director and Town Administrator within five (5) business days. After reviewing all relevant information, the Recreation Director and Town Administrator will issue a final determination.

Acknowledgment:

I understand that the Recreation Department's goal is to provide a safe and positive environment for all participants and that behavior concerns may result in corrective actions, including temporary suspension from programming when necessary.

Signatures:

Participant Name(s): _____

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____ Date: _____