

Harwood Heights Youth Commission Programs  
Behavior Code of Conduct

In keeping with our program goals, we encourage fun for all of participants. However, certain rules **are** necessary to ensure everyone's safety and enjoyment.

**Behavior**

Participants are expected to exhibit appropriate behavior at all times. The Youth Commission behavior code is as follows:

Participants shall:

- Remain with the group (not run off by self).
- Show respect to all participants and staff.
- Refrain from using foul language.
- Refrain from causing bodily harm to himself or others.
- Show respect to equipment, supplies, and facilities.

Additional rules may be developed for specific programs and other activities as deemed necessary by the Commission.

**Discipline**

A caring, positive approach will be used regarding discipline. The Commission staff will review rules and explain consequences at the beginning of the program. Each situation that arises will be evaluated on its own merit.

**Procedure**

If a participant exhibits inappropriate actions, the following general guidelines will be followed:

1. Warning is given.
2. Time-out from program (2 to 5 minutes).
3. Report to full-time program supervisor.
4. Parent contacted by Supervisor if misbehavior continues, written warning administered.
5. Plan formulated with parent to modify behavior.

If a participant's behavior does not improve after 3 written warnings, depending on the severity of the act, the participant will be dismissed from the program. The Commission reserves the right to dismiss a participant whose behavior endangers the safety of himself or others. The Program Supervisor will make final determination on dismissals. If a dismissal is made, refunds for unused sessions will not be granted.

I have read the Commission's Behavior Code of Conduct. I agree to abide by the policies as described.

Enrollee's Name: \_\_\_\_\_

Parents Signature: \_\_\_\_\_

Date: \_\_\_\_\_