

Cutten-Ridgewood After School Programs

Ridgewood Grades TK-2 Cutten Grades 3 - 6

Discipline Procedures

The goal of ASP is to offer a fun after school care program within a safe environment through games, projects, enrichment activities, field trips and caring relationships with program staff. ASP is not an academic tutoring program, nor does it require homework completion. During free choice times, students may choose to complete homework, and staff may offer assistance upon student request.

As during school hours, students are expected to exhibit *TIGER Pride*, and consequences are based upon the *Cutten School District Consequence Matrix*. All students who attend Cutten School review and sign acceptance of this plan with their parents / guardians at the beginning of each school year, or upon enrollment in the school mid-year. ASP staff use problem solving, conflict resolution, redirection, positive reinforcement, an engaging menu of activities, and appropriate consequences to support *TIGER Pride*.

Consequences build upon previous incidents.

Minor Incidents may result in either:

Warning and redirection, rule review, and possible exclusion from the activity or
Discussion and reflection with Site Coordinator

Behaviors resulting in **Significant** program disruption or an unsafe environment immediately go to a major incident status, depending upon the nature of the behavior.

The *Cutten School District Consequence Matrix* lists these following behaviors as major incident status:

- Harassment, intimidation, or discrimination (gender, racial, ethnic or sexual) committed verbally, physically, in writing, or electronically
- Bullying – severe or pervasive physical or verbal acts or conduct, including communications made in writing or electronically, as defined by Ed. Code 48900 (r)
- Defiance – refusal to comply after given the opportunity
- Severe behavior placing self or others at risk
- Continued or severe aggression or threat of severe aggression
- Leaving the ASP boundaries without permission

1st incident • Behavior referral to principal and/or school social worker
Exclusion from the activity and/or a preferred activity with time out in the office
Parent notification and daily behavior logged (signed by parents)

2nd incident • Parent meeting (a plan may be developed at this meeting)

3rd incident • One day ASP suspension

4th incident • Multiple day ASP suspensions

5th incident • Student dropped from the program

My child and I reviewed the ASP Discipline Procedures together and we agree to strive for *TIGER Pride* and to abide by the ASP Discipline Procedures.

Parent or Guardian Name (print)

Parent or Guardian Signature

Date

Student Name (print)

Student Signature

Date