



HCC Summer Camp Behavior Policy (Parent Copy)

(Please review this with your child before the start of camp)

The **behavior guidelines** are used to assure that the HCC Summer Camp is safe and fun for everyone involved. Because we want all of our campers to have a positive experience, we will strive to work out any potential problems with the child and the parent before withdrawing any child from our program. However, Harlem Community Center does reserve the right to remove a child from camp if their behavior is severely disruptive or creates any form of safety hazard. Fees are non-refundable if a child is suspended or expelled from the camp.

A child's behavior is expected to be consistent with the following:

- 1. Use appropriate language at all times.**
- 2. Cooperate with staff and follow directions.**
- 3. Respect other children and staff, as well as equipment and facilities.**
- 4. Stay in program areas and within the boundaries.**
- 5. Actively participate in daily activities**
- 6. Respect individual space by cleaning up his/her lunch and play materials.**

Examples of unacceptable behavior:

- Refusing to follow behavior guidelines or camp rules
- Using profanity, vulgarity or obscenity
- Stealing or damaging property (personal or camp property)
- Refusal to participate in activities or cooperate with staff
- Disrupting a program
- Leaving a program or area without permission
- Running away from a staff person
- Endangering the health and safety of children and/or staff
- Use of illicit drugs, alcohol or tobacco or sexual conduct of any kind
- Teasing, making fun or bullying of other campers or staff
- Fighting of any kind

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Corrective Discipline Guidelines:

When a child does not follow the expected behavior guidelines, we will take the following action steps:

- Staff will redirect the camper for more appropriate behavior.
- Staff will remind the camper of the behavior guidelines and rules and be asked to reflect on how he/she can correct his behavior.
- A camper may receive a necessary time out to calm themselves and correct his/her behavior.
- If a camper continues with inappropriate behavior, he/she will meet with the supervisor to discuss the situation. At this time, a phone call to a parent or guardian may be necessary. The parent may be asked to speak with the child or come to camp to pick up the child. Depending on the severity of the behavior, a child may be suspended or expelled from the camp.
- If there are any safety and/or behavior concerns with off-site field trips or activities, a child may not be able to attend the function. If this happens, the parent is responsible for finding alternate child care.

**If at any time during the course of the summer, you have any comments, concerns, questions, or just want to talk about your child's experience, please contact Dawn Busby at 815-633-5817 or email @
program@harlemcommunity.org**