

Club Behavior Policy

It is very important a child's development is nurtured through caring, patience and understanding. At Boys & Girls Club of Souhegan Valley (BGCSV), we strive to teach social-emotional learning skills to all Club members; however, while caring for your child, we may have to respond to a child's inappropriate behavior. Any form of violence (hitting, kicking, spitting, or any use of physical force so as to injure, abuse, damage, or destroy) towards staff or peers, destruction of property, running away (leaving premises of building, assigned area, or site of staff), unlawful behaviors, substance misuse, bringing inappropriate things to club (weapons or illicit substances), disrespectful language, bullying, sexual activity or misconduct will not be permitted.

BGCSV defines bullying as any deliberate action that inflicts physical or psychological harm. The behavior must be unwanted and pervasive, and includes:

- Verbal: Making derogatory comments, threats, teasing, or name calling.
- Physical: Hitting, kicking, punching, spitting, or shoving.
- Sexual: Humiliating someone because of their sex, gender or sexual orientation (lesbian, gay, bisexual, transgender, questioning).
- Social: Spreading rumors, isolation, social exclusion, leaving people out, or forcing people to do things they don't want to do.
- Cyberbullying: Sending or posting hurtful or embarrassing emails, images, on the internet, via text or other electronic device or on social networks.

To ensure the safety of all the children, there may be times we have to address the issue of a child not meeting the behavior expectations of the BGCSV Club. BGCSV policy is that we will make every effort to collaborate with the family of the child (ren) to provide adequate services to the youth and family.

WHEN A CHILD IS HAVING A PROBLEM IN THE PROGRAM

- The following steps will be taken by staff:
 - make every attempt to redirect the child to understand the expectations of the program, allowing for time to regain control.
 - reassess the program environment, appropriateness of activities, or supervision.
 - always use positive methods and strength-based language while communicating with children.
 - bring the issue to the direct supervisor to determine an appropriate response; request support services if necessary (main office, co-workers, crisis management support); de-escalate, isolate the incident.
- Child's behavior will be documented and maintained confidentially; Parent/guardian will be notified.
- Parent/guardian will be given the Communication Report stating the disruptive behaviors that may lead to removal from our program.
- The Program Director, behavior support staff, parent/guardian, and child will have a conference(s) to discuss how to promote positive behaviors.
- The parent/guardian will be provided with resources regarding methods of assisting the child in improving behavior.
- Discussion of evaluation by professional consultation may be provided.
- Discussion of evaluation by local school district child study team may be provided.

SCHEDULE OF BEHAVIOR GUIDELINES

If the remedial actions above have not been effective, the child's parent/guardian will be advised verbally and in writing about the child's behavior warranting removal from the program. The removal action is intended to be short-term to allow the parent/guardian, child, and BGCSV staff to come to agreement on appropriate response to expectations of

BGCSV Club Program. The parent/guardian and child will be informed regarding the length of the removal from the Club program.

The parent/guardian will be informed about the expectations of appropriate behavior that are required before the child may return to the program.

Child's Name _____

Date of Birth _____

Parent/Guardian Signature _____

Date _____

Board Approved: 5/16/2024

Club Behavior Support Procedures

For Internal Use Only

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To ensure the safety of all the children, there may be times we have to address the issue of a child not meeting the behavior expectations of the BGCSV Club. ***BGCSV policy is that we will make every effort to collaborate with the family of the child(ren) to provide adequate services to the youth and family.***

Unsafe behavior is defined as an action that places other youth or staff at risk for immediate physical, social, or emotional harm.

The following are deemed as unsafe behaviors and will warrant immediate communication with Behavior Support staff or Unit Director who will remain with youth and provide supportive resources to parent/guardian/caregiver:

Self-harm, talk of suicide or attempted suicide, or talk of hurting others.

The following are deemed as unsafe behaviors and will warrant a communication report to caregiver:

Disrespect/dismissiveness towards staff	Explosive behaviors (yelling, screaming, throwing objects)
Invasion of staff personal privacy/disrespecting boundaries – physically or through social media	Cyber bullying/hiding behind the screen
Harassment	Theft
Misuse of technology	Hiding

The following are deemed as unsafe behaviors and warrant a communication report to caregiver with potential of temporary or immediate removal from the Club program:

Violence towards staff or peers	Destruction of Property
Running away, leaving premises or building, child leaves sight of staff	Unlawful behaviors
Substance misuse	Bringing inappropriate things to the Club (weapons or illicit substances)
Sexual activity or misconduct	

WHEN A CHILD IS ENGAGED IN UNSAFE BEHAVIOR

- The following steps will be taken by staff:
 - Remain calm while using strength-based language.
 - Make every attempt to redirect the child to understand the expectations of the program, allowing for time to regain control.
 - Reassess the program environment, appropriateness of activities, or supervision.
 - If behavior is unsafe, maintain distance.
 - Call for help to direct supervisor to determine an appropriate response; request support services if necessary (main office, co-workers, crisis management support); will de-escalate, isolate the incident.
 - Remove others – staff will direct other youth to go to a safety zone.
 - Shadow – two staff will shadow the youth for safety whenever possible.
- Director safely handles removal of illicit substances, weapons, etc. from possession (when possible).

Internal Communication Plan

- Child's behavior will be documented via Communication Report and maintained confidentially.
- Parent/guardian will be notified; Parent/guardian will be given Communication Report stating the disruptive behaviors that may lead to removal from our program.
- Staff will process the incident to identify antecedents, lagging skills, or root cause of inappropriate behavior.
- The Director, behavior support staff, parent/guardian and child will have a conference(s) to discuss how to promote positive behaviors and develop a success plan for their child.
- The parent/guardian will be provided with resources regarding methods of assisting the child in improving behavior.
- Discussion of evaluation by professional consultation may be provided.
- Discussion of evaluation by local school district child study team may be provided.

SCHEDULE OF BEHAVIOR GUIDELINES

If the remedial actions above have not been effective, the child's parent/guardian will be advised verbally and in writing about the child's behavior warranting removal from the program. The removal action is intended to be short-term. Prior to re-entry, the parent/guardian, child, and BGCSV staff have a conference to discuss how to promote positive behaviors and develop a success plan for the child. All parties must agree to adhere to expectations of the Club program for re-entry to occur.

The parent/guardian will be informed regarding the length of the removal from the Club program. The following are BGCSV Club Consequences for Unsafe Behaviors that warrant (temporary) removal from the program:

1st incident	1-Day suspension; Conference with parent, child & staff occurs.
2 nd incident	3-Day suspension; Conference with parent, child & staff occurs.
3 rd incident	5-day suspension; Conference with parent, child & staff occurs.
4 th incident	Indefinite period of suspension; Conference with all above to determine if BGCSV is appropriate placement for the child.

Positive behavior is defined as an action that communicates a young person's thoughts and feelings in a way that promotes safety and connection with peers and Club staff.

The following are examples of positive behaviors:

- Having accountability
- Being helpful
- Responding appropriately to constructive feedback
- Listening and respecting each other's emotional and physical space
- Practicing gratitude
- Engaging in opportunities for growth

Staff responses to positive behavior:

- Verbal praise/affirmation
- Kid of the Week/Month Spotlight
- Invitation to leadership camps, conferences, etc.
- Invitation to mission moments
- Sharing of positive recognition with families

Concerning behavior is defined as an action that negatively impacts a young person's participation in Club activities or relationship with others.

The following are examples of concerning behaviors:

- Refusing to clean up a game.
- Excluding or targeting other children
- Isolating/withdrawing/disengagement/sadness
- Arguing with peers or staff
- General lack of respect (people, spaces, themselves, etc.)
- Prolonged negativity
- Microaggressions

- Impulsiveness
- Lack of self-regulation
- Needing constant redirection
- Lots of bathroom trips, hallway walks, etc.

Staff responses to concerning behavior:

- Interact with isolated children; play games or do a group activity.
- Hold formal social emotional learning groups with skill building activities.
- Complete internal communication form for unit director/behavior support staff.
- Unit director/behavior support staff will conference with the child and may communicate concerns to families.
- Develop a success plan with input from youth and family.