

## **Student Behavior Policy**

Appropriate behavior is expected of all children at all times. Students are expected to follow school procedures, district policies, and the Code of Student Conduct for Duval County School District. Participation in the 21<sup>st</sup> CCLCGL Program is a privilege. It is our desire and mission to serve all students who need the program's services; however, certain situations may require that a child be removed from the program either on a temporary or permanent basis. Reasons for suspension include, but are not limited to the following:

- Repeated behavior problems that endanger the child, others, or property
- Conditions that cause health and safety concerns for the child (i.e. children not staying with a designated group or staff member, parents who are chronically late for student pickup, etc.)
- Students who display chronically disruptive behavior
  - require constant attention from staff
  - inflict physical or emotional harm on self, other children, or staff
  - threaten the safety of others through actions prohibited under School guidelines
  - Ignore or repeatedly disobey the rules which guide behavior during the school day and program time, thus endangering self and others or disrupting learning.

If a child cannot adjust to the program setting and behave appropriately, then the child may be dismissed from the program.

The After School and Summer Camp Program prohibits the following activities and violation may result in immediate dismissal from the program and/or penalty imposed by Global Outreach Charter Academy:

- Leaving school property without permission during program hours.
- Possession and/or use of alcoholic beverages and/or illegal drugs or being present where drug activity is occurring
- Possession and/or use of tobacco products or being present where individuals are using tobacco products
- Possession of weapons or firearms
- Vulgar language, profanity, fighting, or any violent actions toward fellow students, program staff members, guest speakers, or volunteers and tutors.
- Bullying of fellow students. Systematically and chronically, inflicting physical hurt or psychological distress on one or more students or school employees. It is further defined as a pattern of unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, dehumanizing gesture by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance or participation that includes a noted power differential.
- Sexual Harassment. It includes, but is not limited to, sexually-oriented jokes, verbal advances, sexually-oriented kidding, teasing, using language that has a double meaning and is sexually suggestive
- Public display of affection. Engaging in unsuitable, intimate, sexually-suggestive behavior (example: kissing and touching), in agreement with someone else, in places where others are likely to be present, such as hallways, stairwells, classrooms, school buses, sports field, etc.
- Vandalism or destruction of Global Outreach Charter Academy, Duval County Public Schools property or the property of others

### **Discipline Procedures**

The program's philosophy of discipline is based on respect for the child's self-esteem, setting reasonable limits and consequences, and encouraging increased self-discipline. Only constructive methods of discipline shall be used to promote good behavior. The staff will work with the child and strive to cooperate with parents to resolve any problems that may arise.

However, if a child's behavior consistently disrupts the flow of the program, physically or emotionally harms others, or otherwise conflicts with the program rules and guidelines, parents will be notified. After reports to the parents, one verbal and one written, the child may be SUSPENDED from the program for a designated length of time.

In cases of severe discipline problems, parents may be called to pick up their child immediately and the child may be suspended at that time.

Staff will not be responsible for enforcing punishments placed on a child by parents for misbehavior at home.

#### **Discipline Plan\***

- 1st offense: The site coordinator talks to the student and notifies the parent both verbally and in writing through an incident letter. The student will be suspended from the program for one day.
- 2nd offense: The site coordinator talks to the student, notifies the parent both verbally and in writing through an incident letter. The student will be suspended from the program for one week.
- 3rd offense: site coordinator conferences with student and parent in person regarding the situation. An incident letter will be drafted and the site coordinator notifies and consults with School Principal and Project Director to determine whether or not the student should be withdrawn from the program for the remainder of the year (or other duration).

\*Based on the severity of the offense, in certain cases a student may be suspended from the program for the remainder of the year (or other duration) after the 1<sup>st</sup> offense if the offense threatens safety or health of the student(s), teachers, staff, or volunteers. Please refer to the Duval County Student Code of Conduct for the complete list of offenses, definitions, and examples.

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#### **GOCARizing After School Program Late Pick-Up Policy Program Hours 3:30pm-6:30pm**

Any child picked up after 6:30 pm will be charged \$1.00 per minute (This rate is per child).

Jacksonville's Sheriff Department will be contacted to pick up the student from the school if a child is not picked up by 6:45 pm

The fee is needed to pay the staff that has to stay with a child that has not been picked up on time.

*All fees must be paid at the time of pick-up. Cash and all major Credit Cards are accepted.*

**Outstanding balances will prevent the student from going on field trips and may result in permanent suspension from the program.**

Please make sure that all late pick-up fees are paid on the day that the fees were incurred.

Parents also have an option to have their students picked up from the school by the following Extended Day Programs at nearby Day Care Centers. Please contact those facilities directly to receive information about the rates and pick-up times:

Awesome New Beginnings (904) 745-4045

Corporate Kids (904) 721-5941

Little Wise Kids (904) 745-0250

Auntie Lili's Transportation (904) 470-9872 or (904) 338-2314

Karate Clubs After School Program (904) 722-0110