

# Parent/Camper Behavior Contract

The goal of the Day Camp Program is to provide a safe, educational, and fun atmosphere for all campers.

**Please take time to read through and discuss our policies on proper character conduct as a family, then take time to sign the contract as this will serve as a guide to disciplinary actions for the summer.**

## Termination Procedure:

If an incident occurs where a camper conducts himself/herself in a manner that jeopardizes their safety, or the safety of others, the following steps will be taken:

- First violation: A staff member will discuss the incident with the child. The child may be removed from part or a whole activity. The parent or guardian will be notified of the incident at the end of the camp day.
- Second Violation: A staff member will document the incident via an incident report and discuss the incident with the child. The child may be removed from part or a whole activity. The parent or guardian will be notified of the incident at the end of the camp day and asked to sign the documented report.
- Third Violation: A staff member will discuss and document the incident directly with the child. The parent or guardian will receive a phone call and be asked to pick up their child within the hour.
- Fourth Violation: A staff member will discuss and document the issue directly with the child. The parent or guardian will be contacted immediately to pick up their child within the hour from camp. A conference will be scheduled with the Department Director, Camp Director, Camp Coordinator, and the parent(s) or guardian to discuss a plan of action regarding the behavior. The child will be suspended from camp for up to a week.
- Fifth Violation: Child will be dismissed from Allouez Summer Camp for the remainder of the summer.

Circumstances for immediate termination:

- Physical Violence – A parent or emergency contact will be called to pick up their child immediately. A meeting may be necessary and will be determined on a case-by-case basis.
- Intentional Leave – If a camper leaves the program area or building intentionally without permission a suspension or termination may occur, based on the situation.
- Sexual or other harassment- parent/guardian will be contacted immediately. Camper will be prohibited from future camp activities.
- Inappropriate behavior of a child or parent that endangers the participant, other children, or Allouez Staff.
- Late pick up of child (more than 3 occurrences)

Please do not hesitate to talk to the site staff or Recreation Supervisor if you have questions or concerns.

The Village of Allouez reserves the right to start at the 2nd, 3rd, 4th, or 5th violation depending on the severity of the incident. Each case is different and all supervisory staff are approved to make appropriate judgment calls.

I have read and understand the Allouez Summer Camp policies, procedures, rules and consequences. I understand that by signing this contract I am obligated to follow the policies and procedures outlined in the Summer Camp Handbook.

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(Child's Signature and Date)

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(Parent/Guardian Signature and Date)