

YOUTH PROGRAM BEHAVIOR POLICY AND PROCEDURES

SCOPE:	Youth Program student and their guardians
ORIGINAL EFFECTIVE DATE:	May 2010
LAST UPDATED:	January 31, 2011
SCHEDULED REVISION DATE:	January 2016
CONTACT:	Director, School of Extended Studies

The School of Extended Studies, NSCAD University is committed to providing a peaceful, safe, caring and enriched art experience. This policy provides us with a code of behavior that incorporates expectations for fostering, recognizing, and promoting positive behavior; in addition to outlining the potential consequences for inappropriate behavior. This policy takes into consideration the unique circumstances of each situation. In all circumstances, we believe in fostering positive choices for inappropriate behavior first. We view this policy as a partnership between our students' home and the learning environment as part of our programs. Our basic goal is to develop and encourage a positive learning experience with our students.

This policy is to supplement, not replace, [NSCAD's Charter of Student Rights and Responsibilities Policy](#).

Participant Behavior: Learning Environment

Expected Behavior

At all times we respect the personal property of our students, instructors, and staff, as well as the learning environment.

Reasons for Expected Behavior

At all times we respect the personal property of our students, instructors, and staff, as well as the learning environment.

Consequences of Misbehavior

Dependant of the situation and severity of the incident, the following actions could result:

1. Reinforcement of the program rules and reflection of the situation;
2. Time out/cool down;
3. Written/verbal apology;
4. Removal of program privileges;
5. Consultation with guardians by instructor and/or staff before returning to the program;
6. Meeting with student and/or guardians by instructor and/or staff before returning to the program; and/or
7. Program suspension (staff decision in consultation with instructor).

Appropriate Language

Expected Behavior

Our language will show respect for all persons (participants, instructor, staff, etc.). Name calling, swearing, rude or obscene language or gestures, racial comments, gender comments, yelling and disruptive behavior are all examples of inappropriate behavior and will not be tolerated.

Reasons for Expected Behavior

When language is offensive to others, hurt feelings may occur.

Consequences of Misbehavior

Dependant of the situation and severity of the incident, the following actions could result:

1. Reinforcement of the program rules and reflection of the situation;
2. Time out/cool down;
3. Written/verbal apology;
4. Removal of program privileges;
5. Consultation with guardians by instructor and/or staff before returning to the program;
6. Meeting with student and/or guardians by instructor and/or staff before returning to the program; and/or
7. Program suspension (staff decision in consultation with instructor).

Physical Misconduct

Expected Behavior

We are expected to treat others as we would like to be treated. Fighting, hitting, pushing, biting, spitting, throwing objects, threats of violence, leaving program site, etc. are all forms of inappropriate behavior.

Reasons for Expected Behavior

Everyone needs to be treated with respect. Physical misconduct may cause injuries to others.

Consequences of Misbehavior

Dependant of the situation and severity of the incident, the following actions could result:

1. Reinforcement of the program rules and reflection of the situation;
2. Time out/cool down;
3. Written/verbal apology;
4. Removal of program privileges;
5. Consultation with guardians by instructor and/or staff before returning to the program;
6. Meeting with student and/or guardians by instructor and/or staff before returning to the program; and/or
7. Program suspension (staff decision in consultation with instructor).

An important note about consequences

When participants are behaving inappropriately in a School of Extended Studies program, staff will consider actions most effective to promote positive behavior. The sequence of these actions can vary depending on the participant and the nature of the incident.

Step One: We will promote education through reinforcement of program rules, discussion of positive alternatives for the future, reflection, and written/verbal apology.

Step Two: Will include one or more of the following: removal of privileges, communication with guardian, and/or a time out.

Step Three: Action in this step will include one or more of the following: program suspension, guardian/staff conference, before individual returns to program as participants have been educated on program expectations, received consequences at least twice and know the consequences of further misbehavior.