



To: PARENTS of Students Participating in the ASCA Program

Re: DISCIPLINE GUIDELINES FOR the ASCA Program

Welcome to the After School Creative Arts Program at Memorial Spaulding Elementary School. This program is parent volunteer run by the Memorial Spaulding PTO and provides our kids with fun and enriching experiences after school.

In order to ensure that the ASCA program runs smoothly and provides a positive and safe environment for all children, we have established a disciplinary protocol using a **“Three Strike”** system. If your child displays behaviors that are inappropriate and/or disruptive to the class, he/she may be given a **“Strike Ticket”** to take home to you. The Strike Ticket will indicate the specific undesired behavior your child exhibited so that you may talk with your child and help them to do a better job at the next class meeting.

You will be asked to **sign the ticket** and **send it with your child** to the next class.

Because we must ensure the well-being of all children in the class and an environment where the teacher can focus on all of the kids, if your child receives 3 Strikes Tickets he/she may be asked to leave the program.

EXPECTED BEHAVIORS: Students should respect themselves, respect their classmates, respect their environment and respect their teachers.

UNEXPECTED BEHAVIORS THAT MAY WARRANT A “STRIKE”:

- unsafe behavior- running, standing on things at unsafe height, etc
- disrespectful behavior-
inappropriate language, inappropriate tone of voice, rudeness, impoliteness
undesired physical contact, bullying
making a mess, touching things in the classroom, breaking things
- not listening to or following teacher’s directions, not making an effort

We appreciate your understanding and cooperation with this discipline protocol.