



# Student Ministry Discipline Policy

## Purpose

*Our goal is to make sure we uphold the integrity of security and safety within Student Ministry to the highest level. We want to create an environment where adults feel confident in dropping off and picking up their students and students feel safe to be in the space and where students have a safe place to learn and grow.*

## Discipline Policy

To best safeguard our Student Ministry environments, we practice the following discipline courses of action.

1. **Redirect:** When a student's behavior becomes disruptive or aggressive and is jeopardizing the safety and learning of others the first step will be to give a verbally redirect to the student. This should be attempted multiple times before moving on to step two.
2. **Report:** If the behavior continues, a team lead or director will be made aware. This will also entail a conversation between team lead/director and the student to improve understanding of behavior expectations and the next steps if behavior continues.
3. **Remove:** If the Behavior continues, the student will either be asked to sit out the rest of small group/large group or to leave early from the program that night. If leaving for the rest of the night, the volunteer or staff will call the parents and fill out a behavior report form and request that the student get picked up early.

When the parents arrive, the volunteer or staff will explain what happened and why the removal occurred. They will encourage the student to come back next week and be ready to try again. At this time, the parent should sign the Behavior Report Form to be filed by the staff.

If the parent or caregiver refuses to sign the report, another person may sign witnessing refusal or inability to get signature.

Staff can suspend students from student ministry for weeks at a time as discretion dictates for serious offenses.

4. **Restore:** After being removed for any amount of time from student ministry programming a conversation must take place between student and director/staff member before being restored to regular attendance.