



MiltonCommunitySchools

A self-supporting department of Milton Public Schools
25 Gile Road Milton, Massachusetts 617-696-5040 x5544

Mary Gormley, Superintendent

Pamela Dorsey, Program Director

www.miltoncommunityschools.org

Behavior Policy

Expectations:

- obey the staff and show respect to adults and other students
- show respect for school property and for the property of others
- refrain from disruption: loud talking, yelling, throwing things, etc.
- not fight or harm other students
- exhibit good sportsmanship
- use appropriate and respectful language
- remain with staff at all times unless given permission otherwise
- not verbally, emotionally, or physically bully others

Consequences:

1st incident: Supervisor will send a written report home to the parent detailing the incident, appropriate behavior, and consequences. Student cannot resume attendance until report is returned, signed by a parent. If student returns to MCS without signed report, he/she will be escorted to the school office where parent will be called.

2nd incident: Parent must meet with the MCS Supervisor.

3rd incident: Parent will be called, and parent or parent designee must arrive at ASE within 30 minutes to remove the student for the duration of the day.

4th incident: Mandatory one week suspension. No tuition reimbursement for suspended days.

5th incident: Withdrawal from MCS. No tuition reimbursement.

In the case of severe disruption (at any consequence level) caused by a child's behavior or behavior which causes safety concerns, the parent will be contacted by phone and must remove the student for the remainder of the day. The Program Director may take further action, including in-program suspension or removal, determined on individual review of the incident. Based on the severity of the incident, the school Guidance Counselor and Principal may be notified.

These procedures are in addition to consequences listed above.

Tear off and return to ASE supervisor:

We have discussed this report, and reviewed the MCS Behavior Policy. We understand the appropriate behavior expected, and the consequences for inappropriate behavior.

Student Signature: _____

Parent Signature: _____

Date: _____

MCS - After School Enrichment
Incident Report

Incident Report # _____ Name of Student _____

Date: _____ Time of Incident: _____

Staff member submitting report: _____

Incident:	Offensive Language	Fighting, stealing, spitting, biting or other physical aggression
	Behavior on the Playground	Intimidation of another student
	Behavior in Gym/Cafeteria	Disrespect for staff or students
	Other (see below)	Refusal to cooperate or follow instruction

Details:

Action taken by staff:

Based on the severity of the incident, the school guidance counselor and principal have been____ will be____ notified

Please sign below and return to the ASE program supervisor on your child's next day of attendance.

(tear off here and return)

We have discussed this report dated _____, and reviewed the MCS Behavior Policy . We understand the appropriate behavior expected, and the consequences for inappropriate behavior.

Student Signature: _____ Date: _____

Parent Signature: _____

Comments: