



DISCIPLINE

Teachers are the primary people responsible for disciplining students, and counseling and guiding students towards appropriate behavior. The Director and Evening Naturalist are available as resources if you need assistance.

Thank you for creating a safe effective learning environment for your students!

STUDENT EXPECTATIONS

On the Health form, page 2, both the child and the parent sign a contract:

A THREE-STEP DISCIPLINE POLICY IS USED AT THE OUTDOOR SCHOOL

FIRST OFFENSE: The student will have a conference with his/her teacher.

SECOND OFFENSE: The student will call and tell you how he/she has misbehaved.

THIRD OFFENSE: The student will call to tell you that you need to take him/her home.

I have read and understood the above consequences for breaking the rules established at the Outdoor School, and understand that I will be required to transport my child home immediately should a third offense take place. Students sent home for discipline will not receive a refund.

Parents will be notified of any illness or injury to their child and appropriate care will be given. In the event of an emergency in which I cannot immediately be reached, I authorize medical and/or surgical care for my child while he/she is attending or en route to or from the Stanislaus County Office of Education Program.

I understand that if it is determined that my child has a communicable disease, or evidence of lice or nits, I will be required to transport him/her home immediately.

I give consent to Stanislaus County Office of Education (SCOE) and/or Foothill Horizons Outdoor School to photograph, record or videotape my child's image and voice. I understand and agree that this may include his or her likeness and/or voice in public displays, downloadable video slide shows, our website, pamphlets or other media that may be reproduced for use by SCOE, Foothill Horizons Outdoor School or other agencies with the approval of SCOE. I further agree to release, defend, and hold harmless such agencies, its staff, SCOE and/or Foothill Horizons Outdoor School and its staff, as well as any agent that may be designated from any damage or cause of action, which may result from the use of my child's image or voice in any of its projects. This includes, but is not limited to any cause of action related to invasion of privacy.

Signature of Parent or Legal Guardian

Signature of Student

ONCE STUDENTS ARRIVE AT FOOTHILL:

1. **They are reminded that school rules apply**
2. **Naturalist review expectations**
3. Counselors read "Foothill Horizons' Top Ten Rules" to their students on their first day here:

TOP TEN RULES

1. *Stay with your group unless you have permission to leave. Do not go into your dorm without your counselor.*
2. *Yours is the only dorm room you are allowed in.*
3. *There is no candy or gum allowed. If you have any, turn it in to your counselor or teacher on Monday.*
4. *No cameras in the bathrooms. No slap-flash.*
5. *Clean up after yourself in the bathroom.*
6. *Only use the fire door and intercom for emergencies.*
7. *Do not play-fight, or hurt anybody's feelings.*
8. *Do not touch the rafters or hang anything (like towels) from them.*
9. *Do not graffiti or vandalize Foothill Horizons property.*
10. *Listen to your counselors, and follow their directions.*

CONSEQUENCES

Foothill has two independent systems of discipline:

1. Time off of Freeplay
 - a. Used by naturalist, teacher, counselor for an individual student or whole group
 - b. Maxes out at 15 minutes of detention per day. Resets each day
2. 3 step system
 - a. Used by teachers and foothill staff (NOT conselors)
 - b. Student have 3 steps for their entire stay at Foothill (does not reset each day)

STEP SYSTEM

Teachers are responsible for issuing steps. In the event that a teacher is not present, Foothill staff will out a child on a step. Foothill staff is always available to advise.

Step 1: Teacher and student have a conference, written in step book.

Step 2: Teacher and student have a conference, document in step book, and call home.

Step 3: Student must go home.

(See discipline guide for determining what behaviors fit each step)

THE DISCIPLINE BOOK (STEP BINDER)

Teachers document all steps in a binder to allow for consistency and communication. Below is a sample entry for a student:

Student _____ School _____ Group _____

STEP # 1 **Date:**

Behavior:

Student's Teacher:

Person Issuing Step (if not teacher):

STEP # 2 **Date:**

Behavior:

Student's Teacher:

Person Issuing Step (if not teacher):

STEP # 3 **Date:**

Behavior:

Student's Teacher:

Person Issuing Step (if not teacher):

Student statement (optional) "I will. . . _____"



DISCIPLINE BEST PRACTICES

“How can we help the student to learn to be their best at Foothill”

Discipline at Foothill Horizons Outdoor Scholl is a learning opportunity and a positive aspect of each child’s social and personal growth.

To achieve this goal, staff and teachers recognize:

- 1) Discipline is a **collaborative process**. Teachers lead discipline, and FHOS staff will guide and collaborate to make sure teachers understand the unique context of our program.
 - a) Teachers bring the perspective of the student: family, history, learning issues
 - b) FHOS staff have the perspective and experience of the program
- 2) Being away from home and living in a community is a unique and valuable experience for students, emphasis is placed on **creating a safe environment for students**
- 3) Learning how to be a **responsible and respectful community member** is emphasized
- 4) **Positive discipline** includes rewards, consequences and modifying the environment for success (ie moving bunks, counselor shadow...)
- 5) We seek to balance **intrinsic and extrinsic rewards** and consequences within the limited scope and time of our program
- 6) Students are not shamed or belittled; **mistakes are learning opportunities**; students can be involved in solutions
- 7) Each **student tells their story**; we **seek to understand** the complexity of the situation (who, when, how, where, why)
- 8) Students must **be and feel safe**, therefore certain behaviors are not tolerated; we must be able to trust them to be responsible in the dorms with counselors
- 9) **Discipline is situational**; seek to understand the history, family, culture of the student
- 10) We are **proactive** so that students and parents can feel comfortable



Foothill Horizons Outdoor School Discipline Guide

“...The right to public safety extends to public and private schools and students and staff have the right to be safe and secure in their persons.” **California Constitution, Article 1 Section 28 (7)**

The following list is representative, not inclusive.

Any behavior may be elevated to the next step based on severity/frequency/intent

Step 1 Behaviors

The student needs education during a formal conference on why behaviors are not appropriate

- Possessing gum, candy, food
- Being disrespectful or unkind to others
- Not listening to an adult, not following the Top 10 Rules
- Bad language
- Lying
- Disrespecting nature
- Throwing objects
- Spitting on another student
- “Play” fighting, pushing (jostling)
- Disruptive in dormitories, including banging on walls, climbing from one top bunk to another, swinging on rafters, etc.
- Shining a flashlight in someone’s eyes
- Hate language (gay, retarded, wetback, beaner) Please consider step II
- Disruptive or unruly during program activities or in Dining Hall
- Accumulating more than 15 minutes of detention in 24 hours

Student Rights:

Students have the right to relate their “side of the story” before a discipline consequence is carried out. This is known as Due Process.

Step 2 Behaviors

Student is warned about being expelled from Foothill and calls home

- Flashing or mooning
- “Pantsing”
- Pushing forcefully
- Other acts of physical force
- Severe hate language (ex: nigger, faggot)
- Repeat Step 1 offenses

Step 3 Behaviors

The student is unsafe, not trustworthy in the dorms supervised by counselors

- Defiance
- Fighting
- Violent behavior, e.g. hitting students or staff members
- Theft
- Vandalism
- Harassment
 - Opening stalls to toilet while occupied
 - Pulling a towel off of another student
- Intimidation
- Dorm raiding
- Purposely urinating or defecating elsewhere than in toilet
- Repeat Step 1 or 2 offenses

Please see attached Education Code, discipline definitions, and harassment laws



The Foothill Five



- Celebrate efforts and achievements - both your own, and others'.
- Take responsibility for your words, actions, and body language.
- Be respectful of each other, yourself, our school, and nature.
- Commit to participate and to try new things.
- Be safe with your body and with other people's feelings.

Expected Behaviors

x The Foothill Five						
	All Settings	Dorms	Bathrooms	Dining Hall Meals	During Hikes & Classes	Freeplay Field
Celebrate	<ul style="list-style-type: none"> • Give compliments • Be welcoming • Make new friends 	<ul style="list-style-type: none"> • Nominate a friend for the WOW board or for a bead • Thank people who help you • Let people know when they are being kind 	<ul style="list-style-type: none"> • You're saving water! -Shower in 3 minutes -Turn off faucets 	<ul style="list-style-type: none"> • Applaud achievements • Join the Clean Plate Club • Sing the song 	<ul style="list-style-type: none"> • Encourage others • Discover someone else's strengths • Work as a team 	<ul style="list-style-type: none"> • Encourage others to join you in WOW challenges • Applaud all participants: your teammates and your opponents
Take Responsibility	<ul style="list-style-type: none"> • Stay with your group • Listen to directions • Be helpful • Allow personal space 	<ul style="list-style-type: none"> • Stay with your group • Tell your counselor what you need • Keep your bunk area clean • Report graffiti 	<ul style="list-style-type: none"> • Clean up after yourself • Flush toilet • Toilet paper goes in the toilet • Report mean behavior to an adult 	<ul style="list-style-type: none"> • Eat what you take • Leave your table clean • Stay seated during meals 	<ul style="list-style-type: none"> • Carry your water bottle & medications • Work with others to succeed • Allow personal space • Help others • Leave only footprints 	<ul style="list-style-type: none"> • Choose to be part of a team that includes others • Pick up trash • Help freeplay end on time
Respect	<ul style="list-style-type: none"> • Be kind • Respect nature • Listen to adults • Use appropriate language • No putdowns 	<ul style="list-style-type: none"> • Ask before borrowing someone's stuff • Ask before sitting on someone's bunk • Let other people get their sleep 	<ul style="list-style-type: none"> • Wait your turn • Honor privacy • Leave cameras in dorm room • Keep conversations friendly 	<ul style="list-style-type: none"> • Say please and thank you • Talk to your own table • Listen to the meal leader • Be polite in lines • Pass food person to person 	<ul style="list-style-type: none"> • Listen politely • Disagree respectfully • Leave plants how you find them • Handle insects and animals with care 	<ul style="list-style-type: none"> • Have good team conduct • Return equipment to shed • Use equipment appropriately
Commit	<ul style="list-style-type: none"> • Try new activities • Meet new people • Start conversations • Include others 	<ul style="list-style-type: none"> • Go to bed on time • Work to win awards • Help your group get to class on time 	<ul style="list-style-type: none"> • Everybody cleans • Try to go! 	<ul style="list-style-type: none"> • Volunteer to serve • Learn the names of everyone at your table • Take a bite of something new 	<ul style="list-style-type: none"> • Accept challenges • Share your ideas • Ask questions • Learn something new! 	<ul style="list-style-type: none"> • Try new challenges or games • Include others • Meet new people
Be Safe	<ul style="list-style-type: none"> • Know the rules • Keep your hands and feet to yourself • Report safety issues 	<ul style="list-style-type: none"> • Keep rafters clear of clothing and people • Know your emergency exit • Keep heating vents clear 	<ul style="list-style-type: none"> • Keep water off of floor • Wash your hands • Only hands go in the hand-dryers 	<ul style="list-style-type: none"> • Wash hands before meals • Clean spills • No eating contests • Talk to our kitchen staff about food concerns 	<ul style="list-style-type: none"> • Stay on trail • Follow safety rules • No throwing rocks or sticks • Avoid poison oak • Only drink water from your water bottle 	<ul style="list-style-type: none"> • Stay in boundaries • Play hard but fair • Report risky conditions or broken equipment