



QYC Youth Sailing Program

**Student Safety Conduct Code / Discipline Policy**

Safety of students and staff at the QYC Youth Sailing Program is our primary concern. Cooperation and respect are essential to safety and are expected from all students in the sailing program. The program staff or director may remove a student from class if that student's behavior creates a disruptive or dangerous situation for him/herself, other students, or program staff. We request that all parents support our efforts by reviewing this policy with their children. ***Students must return a signed copy of this policy before they can participate in the program.***

First incident

- Student will be removed from class and will be kept on-shore for a period of time deemed appropriate by the director or assistant director. Student will be supervised by a staff member.
- The incident will be recorded in the YSP Medical/Incident Book.
- Parent/guardian will be informed of the incident by the program director or designee at the end of the day. The parent/guardian will receive a copy of what is recorded in the YSP Medical/Incident Book

Second incident

- Student will be removed from class and parent/guardian will be called to take the student home. The student will be supervised by a staff member until the parent/guardian arrives.
- The incident will be recorded in the YSP Medical/Incident Book. The parent/guardian will receive a copy of what is recorded in the YSP Medical/Incident Book.
- The student will only be allowed to return to the program after a discussion with the program director, the student, and the parent/guardian.

Third incident

- Student will be removed from class. Parent/guardian will be called to take student home. The student will be supervised by a staff member until the parent/guardian arrives.
- The incident will be recorded in the YSP Medical/Incident Book. The parent/guardian will receive a copy of what is recorded in the YSP Medical/Incident Book.
- The student will not be allowed to return to the program. There will be no refund of program tuition.
- Student will not be allowed to register for the program the following year.

We have read, understand, and agree to abide by this Policy.

\_\_\_\_\_  
Student Printed Name

\_\_\_\_\_  
Parent / Guardian Printed Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
(date)