



# YEP Behavior Report

Student Name: \_\_\_\_\_

Name of Instructor: \_\_\_\_\_

Date of Incident: \_\_\_\_\_ Location: \_\_\_\_\_ Incident (circle one): #1 #2

Parent Contacted (date/time): \_\_\_\_\_

Explanation of Incident:

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Instructor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program Coordinator Signature/Phone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

### Youth Enrichment Program Behavior Policy

All students are expected to maintain appropriate and respectful behavior while attending YEP classes. If a child is disruptive, disrespectful or inappropriate, or jeopardizes the safety of others and staff intervention fails to yield results, parents will be contacted. If the behavior continues, staff reserves the right to dismiss the student from the class without refund.

**1<sup>st</sup> Behavioral Incident** – Instructor will contact parent to discuss the incident and a plan to address the student’s behavior. An Incident Report form will be completed and must be signed by the parent *prior* to the next class period. The student will not be permitted to return to class unless the form is signed by the parent.

**2<sup>nd</sup> Behavioral Incident** – Instructor will contact parent to explain the incident and the student will be dismissed from the class. An Incident Report form will be completed and signed by the parent.



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