Students are expected to follow YG at Ravenswood Elementary School’s behavioral expectations at all times. This includes being safe, responsible, and respectful to all students, staff, and administrators.

Students must uphold the following expectations:
1) Students are NOT permitted to use electronic devices during programming, including but not limited to: portable music players, smart watches, cell phones, hand-held gaming devices, personal computers, iPads, etc. Cell phones must remain off during programming hours. Calls must be made to/from the program office line (312) 927-8147. (Please alert Ms. Emily if your child possesses a cell phone and if you have any circumstances which deem it necessary for your child to use it during programming.) Youth Guidance BASA is not responsible for lost or stolen items.
2) Unauthorized items such as toys, trading cards and fake weapons that are out during program hours will be confiscated by program staff and returned only to a parent/guardian. More than one violation will result in a write-up and a conference with parents/guardians. Youth Guidance BASA is not responsible for lost or stolen items.
3) At no point should students be wandering the hallways unsupervised.
4) Students may not leave the school building for any reason while in attendance at programming. If a student leaves the school grounds and returns to programming without proper permission, they will receive an automatic two day suspension from the program.
5) Students may not leave the school building to buy food or order food to be delivered nor are they allowed to share any food with their fellow campers.
6) If a student is signed out of programming, they may only return with parent/guardian permission.
7) For safety reasons, once a student leaves the school building they cannot remain on school grounds (playground, outside building) without adult supervision.
8) Students must wait inside the school building to be picked up and cannot leave the building until they are signed out by an approved individual listed on their registration form or otherwise indicated via email by parent or guardian.
9) Students must listen attentively to their counselor, teaching artists and administrators to ensure their safety is secure in camp, excessive disobedience will result in a write-up.

10) Students must keep their hands and bodies to themselves, physical altercations or unwanted physical contact with another student will result in a write-up.

For a more comprehensive list of expected behaviors, please refer to the CPS student code of conduct available on the CPS website: http://cps.edu/Pages/StudentCodeofConduct.aspx.

WRITE-UP PROCEDURE

1st offense: Written Warning (parent is informed and must sign documentation of the offense)

2nd offense: Written Warning (parent and student must sign documentation and there must be a conference scheduled with parent, student and Resource Coordinator)

3rd offense: 2 day suspension from the program and conference with student, parent and Resource Coordinator

Any other offense beyond the 3rd offense: Expulsion from the program for the remainder of the semester.

*Please note: If your child’s enrollment is terminated or suspended, there will be NO refund or credit given.

The disciplinary cycles restarts each semester. However, this is the discretion of the Resource Coordinator as all situations differ.

Please contact Ms. Emily for further questions regarding the disciplinary process and procedures:
epiper@youth-guidance.org
(312) 927-8147