



BEHAVIOR EXPECTATIONS AND DISCIPLINE POLICY



TROOP 45

The expected behavior of Troop 45 Scouts and adults is based on living by the Scout Oath and Law. In accordance with those principles, the troop has adopted these policies regarding behavior, and ensuing discipline when needed. Troop 45 follows BSA Rules and policies in the Guide to Safe Scouting.

Scout Conduct: Good behavior is essential to any program and will be strongly supported by Troop 45 youth leaders (scouts) and adult leaders. Good behavior is a primary element of showing Scout Spirit, and is a requirement for advancement. The troop's level of authority is as follows:

Troop Committee Chairman
Scoutmaster, Assistant Scoutmaster
Senior Patrol Leader (SPL)
Assistant Senior Patrol Leader (ASPL)
Patrol Leader (PL)
Assistant Patrol Leader (APL)

In each instance, the Scoutmaster, Assistant Scoutmaster, or any adult will have the final authority. The purpose of the authority structure is not to remove authority from the scouts, but to augment and uphold their responsibility. It is not to be construed as bossing other Scouts around or making some Scouts do more than their fair share. However, fellow Scouts must recognize this structure and be willing to participate and assist others as requested.

THE BIG 3

Appropriate behavior can be classified into what Troop 45 has called "***THE BIG 3***" that Scouts and adults will live by during all Scouting activities:

- ★ **HANDS OFF:** Unless participating in a contact game, all Scouts are expected to abide by a "hands off" policy with their fellow Scouts, and adult leaders and their property
- ★ **RESPECT OTHERS:** All Scouts and adults are expected to show proper respect toward all adults and fellow Scouts.
- ★ **RESPECT PROPERTY AND THE ENVIRONMENT:** All Scouts are expected to show proper respect toward any property put in their trust

We believe that if everyone involved in Troop 45 abides by "*The Big 3*," behavior issues will be nonexistent. All discussions with Scouts about proper behavior should be centered around living by the Scout Oath and Law, and "*The Big 3*."

CODE OF CONDUCT

The following behaviors will NOT be tolerated at Troop 45 Scouting events:

- ⊗ Failure to follow reasonable directives of a youth or adult leader.
- ⊗ Unnecessary or inappropriate physical roughness.
- ⊗ Threatening or intimidating another person by word or action.
- ⊗ Foul language that offends or degrades, as well as negative and derogatory banter.
- ⊗ Actions or language offensive or discriminatory with respect to race, religion, ethnicity or sexual orientation.
- ⊗ Play where teasing and goofing can cause physical injury or emotional damage
- ⊗ Possession or use of fireworks.
- ⊗ Unauthorized lighting of fires.
- ⊗ Unauthorized use or possession of firearms, live ammunition or weapons.
- ⊗ Use or possession of sheath knives (or any knife with a blade longer than the 3" standard Scout knife blade). Scouts carrying pocket knives must have their Totin' Chip card, after completion of the BSA required training.
- ⊗ Use or possession of axes or hatchets without permission of the Scoutmaster or other adult leader.
- ⊗ Use or possession of alcoholic beverages or controlled substances (except medication of which the adult leadership has been made aware) by minors, or by adults at any Scouting activity.
- ⊗ Leaving a Scouting activity without permission, straying from the group, or failure to use the Buddy System while in the out-of-doors.
- ⊗ Sexually explicit materials in ANY media format will not be brought to Scout activities. If found, such materials will be confiscated and returned to the parents of any Scout involved.

** The Scoutmaster or any adult leader has the authority to confiscate all items deemed inappropriate or dangerous. Personal items confiscated will be returned to the Scout's parents.

This list is not exhaustive. Both youth and adult leaders must judge cases as they arise, and those under their leadership must respect their authority to make judgments. A Scout should obey any directive from an appropriate leader. If a Scout believes he has been treated unjustly by a youth or adult leader, see the section below on procedures for grievances.

Fighting

Troop 45 has a zero tolerance policy for fighting. Fighting is not permitted and is grounds for immediate disciplinary action. Parents will be called and asked to take their Scout home.

DISCIPLINE PROCEDURE

The Big 3 and the Code of Conduct have been established so that everyone knows what is expected of a Troop 45 Boy Scout. In order to look out for the best interests of each Scout in the troop, procedures have also been developed for youth and adult leaders to use when a behavioral issue arises. These procedures, when followed properly, will give youth and adult leaders a way to help ensure the best experience for each Scout. At the same time, these procedures give Scouts the opportunity to change their behaviors and grow from the situation.

1. PROPER CHAIN OF COMMAND

- a. The Patrol Leaders are empowered to handle disciplinary issues in their patrols. They have the authority to ask any patrol member to leave an activity and report to the Senior Patrol Leader or see an adult for a "Coaching Moment" (CM) if the member does not respect their authority;
- b. If the Patrol Leader has difficulty handling a problem or issue, he can obtain help from the Senior Patrol Leader. The Senior Patrol Leader has the authority to ask the disruptive Scout to leave an activity for a "Coaching Moment" (CM) to report to the Scoutmaster or adult in charge, or for repeated offenses, appear before the Troop Committee;
- c. If the Senior Patrol Leader has difficulty handling a problem or issue, he can obtain the help of adults to conduct a "Coaching Moment" (CM) or the Scoutmaster, Assistant Scoutmasters or adult in charge;
- d. The above steps form the beginning stages of the disciplinary process, utilizing the boy-led leadership proper chain-of-command. When possible, issues are to be dealt with at the boy level, and youth leaders have the authority to enforce expected behaviors, in accordance with this troop discipline procedure.
- e. At the same time, Troop 45 youth leaders cannot be held solely responsible for the behavior of their peers. Any adult has the right and responsibility to immediately step into any situation they consider unsafe. These situations include any behavior that puts the Scout or others at risk of injury, fighting, hazing, foul language, bullying, or sexual misconduct. These behaviors warrant immediate action including removing the Scout from the situation and must involve the Scoutmaster or adult in charge.
- f. In addition, an adult may, and should, speak with a Scout who is behaving inappropriately, even if not of the serious nature noted above. The Scout should be involved in a "CM." If the inappropriate behavior persists, the Scoutmaster or adult in charge should be notified. Discipline problems need to be addressed during the Scout's activity, if possible.

2. DISCIPLINARY PROCESS

These steps are progressive in nature, giving Troop 45 Scouts every opportunity to change their behavior patterns. An adult may also deem it necessary to skip steps, depending on the seriousness of the observed behavior. Safety and fairness to all Scouts in Troop 45 is of primary concern and must always be considered over the attention given to just one Scout. The following are the Troop 45 steps in the discipline process:

- a. **Warning:** The Scout will be warned by his Patrol Leader, Senior Patrol Leader or adult leaders about his behavior and reminded of "The Big 3" rule he has violated. Every Scout deserves the chance to stop the offending behavior on his own.
- b. **"Coaching Moment":** If a warning doesn't alleviate the behavior, the Senior Patrol Leader, Patrol Leader, or an adult leader should remove the Scout (by means appropriate to the situation) from the activity temporarily for a "Coaching Moment (CM)." These few minutes of discussion with the offending Scout and one or two adults involve specifically pointing out the inappropriate behavior and discussing alternate behaviors with the Scout, explaining how those behaviors relate to the Scout law. Once the adult believes the Scout is ready, he may rejoin the group. This is an immediate disciplinary action, and often just getting the Scout out of the situation alleviates the behavior, and adding in the "teachable moment" is a character building measure. The Scoutmaster needs to be notified of "CMs" in case more follow up is needed (this can be after the activity or meeting). These sessions must always follow BSA

two-deep leadership rules, but can involve just one adult if it is in the vicinity of the other Scouts. If it requires removing the Scout from the situation, at least two adults must be present. See Attachment for guidelines to facilitate a *Coaching Moment*.

- c. **Parent Contact/Scoutmaster Conference:** The Scoutmaster will contact the parents for any disciplinary action from this point forward, or if more than one *Coaching Moment* (CM) is needed for a particular behavior. It is expected that parents will take a more active role in Scouting when this occurs, and they need to follow up at home for the Scout to be held accountable for his actions. A Scoutmaster Conference with the parents, Scout and Scoutmaster may or may not be a part of this process, at the discretion of the Scoutmaster.
- d. **Suspension from the activity/meeting/trip:** If the inappropriate behavior continues, or if the seriousness of the behavior warrants, the Scout will be asked to leave the particular activity. His parents will be notified by the Scoutmaster or adult in charge, and asked to pick him up immediately. A conference will then be arranged for the Scout, his parents, the Scoutmaster, and possibly the Senior Patrol Leader or the adult(s) involved. The conference will involve pointing out the prohibited behavior, making sure the Scout understands why he was unable to participate, and a follow-up course of action and consequences, including the Scout making amends to anyone he has offended or damage he has caused. He will be allowed to participate once the conference has taken place.
- e. **Formal meeting with the Scoutmaster and Committee Chairman:** An official meeting with the Scout, parents, Scoutmaster and Committee Chairman is called for if all other disciplinary procedures have failed or called immediately for serious behavioral issues such as threats, hazing, sexual misconduct, continual disrespect of adults, use of drugs or alcohol, or actions of a confidential nature. An individual behavior plan will be formalized, and the Scout and his parents will be made aware that infractions of this plan risk dismissal from the troop.
- f. **Dismissal from the Troop:** The Committee Chairman, in conjunction with the Scoutmaster, may convene the Troop Committee for the purpose of determining whether a Scout is required to leave the troop. The Troop leaders will do everything possible to keep a boy in Scouting, but the good of the entire troop must also be considered, and this option must be available in certain unusual circumstances. The Scout and his parents will be asked to attend the meeting, and will be given the opportunity to speak. A majority vote of the Committee will be required to ask a Scout to leave Troop 45. A finding for dismissal is considered irrevocable. In this respect, we are not prohibiting the youth from participation in Boy Scouting, merely from participating in Troop 45. The troop will supply a list of other troop contacts and will transfer all personal records.

CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR

Throughout the disciplinary process a Scout will first be asked to stop the offending behavior. In most cases, once a Scout is aware that the behavior will not be tolerated, it will naturally stop. Following that, the time a Scout spends in discussion with adults about the offense is often consequence enough to get him to stop the behavior. The purpose of the disciplinary process is character building, and it is hoped that through interaction with an adult role model, a Scout will change his behavior. The next step, involves the parents in the process. They are expected to help the Scout understand that these behaviors will not be tolerated.

These may include, but are not limited to:

- a. A verbal apology to a Scout, a leader, a patrol or the troop
- b. A written apology
- c. Repair or replace anything damaged
- d. Required parent attendance at functions, meetings or trips
- e. Loss of privileges or other activities (i.e., ability to "sign out" of camp to go fishing)
- f. Suspension from meetings, activities or trips – for a specified period of time
- g. Service project time to the troop, without receiving credit
- h. Suspension of leadership position – for a specified period of time
- i. Scoutmasters may determine that the behavior is not consistent with Scout Spirit and may not sign off that advancement requirement for a specified period of time

If the behavior merits taking the issue beyond the Troop Committee level (to District, Council or seeking legal counsel), the Troop Committee must be involved and approve of the action.

At no time may consequences for behaviors include corporal punishment, withholding of food, or demand of physical activity (pushups). Consequences are meant to improve and encourage appropriate behavior, not be a punishment.

UNFAIR TREATMENT OF A SCOUT

If a Scout believes he has been treated unfairly by either an adult or a youth leader, he needs to go to the Scoutmaster or the Committee Chairman with his allegations as soon as possible. The purpose of this behavior policy is for fairness for all Scouts, and we realize that a leader could unintentionally or intentionally be involved in a situation of unfairness to a particular Scout. These situations will be handled individually if the situation occurs, involving the Troop Committee as necessary.

CHANGES TO THIS POLICY

Because of the seriousness of this Troop 45 Behavior and Discipline Policy, any changes/updates to it must be approved by Troop PLC and the Troop Committee.

Troop Policy

These policies were developed and approved by the Patrol Leaders Council of Troop 45:

Active in the Troop (Attendance):

In order to meet the requirement for Active in the Troop, for advancement purposes, Scouts must:

1. Attend at least 50 % of the weekly meetings.
2. Attend at least one camping event (trip) per semester.

** It is understood that Scouts may have conflicts with school activities, church, and other events, the Scoutmaster, in consultation with the PLC as needed, can make exceptions or substitutions to help Scouts meet the above requirements. However, each Scout must make a commitment to be "Active" in the Troop, based upon their individual circumstances. **

Scout Spirit:

In order to meet the requirement for Scout Spirit, for advancement purposes, Scouts must:

1. Wear the appropriate Scout Uniform at 75 % of the meetings.
2. Have no disciplinary action for which the consequence determined by the Scoutmaster is not meeting advancement requirement for Scout Spirit.

Uniform Requirements:

Scouts must wear their uniforms in a manor that will reflect credit upon themselves, the Troop, the Charter Organization, and BSA. This means: Clean, neat, tucked-in, buttoned, and with appropriate insignia.

1. Class A Uniform must be worn the first Tuesday of each month and is optional other meeting dates.
2. Class A Uniform must be worn to all "Official" events (Board of Reviews, Court of Honor, etc...)
3. Class B Uniform can be worn to other weekly meetings or other prescribed events.
4. Class A Uniform is required while traveling to and from any BSA related event.

Definition of Uniform:

Class A Uniform : Official Boy Scout shirt, pants, socks, and belt.

Class B Uniform: Boy Scout T-shirt, Official Boy Scout pants, socks, and belt.

** The Scoutmaster has the authority to make certain exceptions based upon the event or circumstances, in regard to Uniform Requirements. **

ATTACHMENT A: GUIDELINES FOR A "COACHING MOMENT"

ξ The Senior Patrol Leader, a Patrol Leader, or any adult may pull a Scout out of an activity for a short time for a "Coaching Moment" (CM). Adults must be looking out for inappropriate situations at all meetings and troop activities in order for this element in the discipline process to be effective.

ξ These are for immediate behavior modifications and typically involve anger, disrespect issues, physical roughness, or foul language – but the procedure can be used anytime a Scout isn't following "The Big 3" in any way.

ξ The purpose of a CM is to get the Scout out of the situation, in fairness to the other Scouts who are behaving correctly, to stop the offending behavior, and to teach/counsel the Scout on appropriate behaviors to keep it from happening in the future.

ξ The session is facilitated only by adults, and must follow the BSA two-deep leadership rules. If only one adult is doing the counseling, it must be in plain sight of the rest of the troop. If it is serious enough to remove the Scout from the vicinity, two adults must be involved. This is to protect both the adults as well as the Scout, as mandated per Youth Protection Training.

ξ Any registered adult may conduct a "Coaching Moment." However, the SPL and Scoutmaster will have a list of adults comfortable in this role, who can be called upon at any time

ξ "Coaching Moments" will be conducted with the following guidelines in mind:

1. Talk privately with the Scout at the first occurrence of a problem. This step is very important in laying the groundwork for dealing with difficult behaviors should they occur later. Gently, and with caring, ask the Scout to describe the situation as he sees it.
2. Carefully point out the inappropriateness of this behavior, how it violates "The Big 3" and the Scout Oath and Law. Discuss what is considered acceptable behavior in that situation.
3. Develop a list of alternatives on which you both agree. Provide clear alternative behavior rather than just point out the inappropriate behavior. Coaching is not a lecture. It is a give and take discussion with the major goal to build character and appropriate decision-making.
4. Offer encouragement and concern to the Scout. Point out his strong points and successes.
5. There may be hidden issues. Often there are underlying personal or medical issues that affect a behavior. When a boy is angry and directs it toward you or others, he may be reacting to something else in his life. Try to understand what these underlying issues might be.
6. Stay calm. Don't take adolescent issues personally and as a result become angry yourself. If you feel this happening, it is time to turn the matter over to another adult leader. One of the strongest ways to shape positive behavior is for you to show, not just tell, Scouts how to behave in difficult situations.
7. If further discussion is necessary, schedule a meeting within a short period of time. Let the Scout know that you are available to discuss his concerns – or that the Scoutmaster may want to get involved.
8. Part of the value of these short but powerful meetings is that you are helping the Scout recognize and work toward solving a problem he has. This is a powerful character building opportunity. Informally encourage the Scout, recognizing his attempts to change. When changes occur, point out their positive effects. You are influencing the life of a boy.

ξ Typically there is nothing put in writing about these sessions, and the parents are not informed, unless multiple sessions occur. They are immediate, quick, and hopefully will begin to mold character, one Scout at a time, and help alleviate discipline issues within the troop in the long-run.

The Scoutmaster should be informed of any "CMs" so he can informally track behavior challenges with Scouts, determine when to take it to the next level, and for use in Scoutmaster Conferences. The person conducting the session can relate the info in person after the event, by phone or email.