KNIGHTDALE PAAL STUDENT HANDBOOK

Rules and Regulations

It is our intention to provide your student(s) with a safe and caring atmosphere during their participation in the Knightdale Police Athletics and Activities League program. It is essential that each student understand that there are rules and guidelines that we must adhere to deliver a safe and enjoyable program. Participants are expected to always exhibit appropriate behavior; therefore, the following guidelines have been developed:

1. Staff members, volunteers, and officers should always be given proper respect. Staff members will reciprocate this level of respect to participants.
2. All students must remain with their assigned counselor, unless otherwise instructed.
3. All students should show proper respect to each other, as well as their surrounding elements. All students are expected to exhibit a high level of sportsmanship (fair and generous behavior and treatment of others) at all times.
4. Profanity will not be tolerated.
5. Physical violence and bullying (i.e. hitting, fighting, throwing, damaging equipment and/or buildings) or constant disobedience to counselors will not be tolerated. Such behavior is grounds for immediate removal from the program.
6. Students are not permitted to leave the site at any time without being signed out by a parent, guardian, or an authorized designee listed on the Student Release Form.
7. Personal belongings are the responsibility of the student(s) and the parent(s) of the student(s) including broken, stolen, and damaged items. Electronics will not be used and we prefer they not be brought at all to the program. If the student has electronics or other items of value, they will be given the opportunity to secure the items with a counselor. If Program personnel takes position of any electronic device, including smart phones, neither the Program Personnel, counselor, camp nor Town of Knightdale assumes any responsibility for any loss or damage to the device. The items will be returned at the end of the day's programming.
8. Students must abide by any other rules deemed necessary by the Program Director for the safety and well-being of the camp.
9. Students are expected to abide by all rules and regulations set forth by Wake County Public Schools as they apply to the East Wake Middle School Campus.

Discipline Policy

A firm, positive approach will be used regarding discipline. The Knightdale Police Department reserves the right to dismiss a participant if their behavior is detrimental to other students. Each situation will be evaluated on its own merit. When disciplinary action is required, the following procedures will be observed:

1. Student receives a verbal warning and is immediately removed from the group until he/she can interact in an appropriate manner.
2. If a second warning is issued, the student will meet with the Program Director to discuss the problem and the problem will be documented.
3. Continued discipline problems during program will result in the Program Director contacting the parent/guardian for a telephone conference.

If the problem is still not resolved following the telephone conference, the student will be dismissed from the program.

Clothing

It is important that your student(s) be dressed to participate in physical activity at each session. Please do not send your student(s) to camp wearing any valuable clothing since grass and other stains are not always avoidable. Students should be prepared to participate in a variety of games and activities during the day and should dress accordingly. Shoes and socks must always be worn. Please do not send your student to the program in sandals or flip flops. Please label student clothing and all other items brought to camp.

Prerequisite to Participate

For the safety and consistency in programming, all students must be able to function in a large group setting of a 1:10 ratio. They must be able to stay with a group and not run from staff. They must be able to follow most directions for the safety of themselves and others. They must be able to participate in physical activities, quiet lesson times, and cooperate within a group.

Communicable Diseases

If your student(s) contracts a communicable disease (i.e. chicken pox, measles, mumps, pinkeye, head lice, strep throat, etc.) during their enrollment at the program, please notify the Program Director as soon as possible. A doctor's note will be required for your student(s) to return to camp. Please be fair to other program participants by keeping sick and contagious student(s) at home. Sick students often feel miserable in an active setting and may possibly expose other students and counselors to their illness. If your student(s) comes to the program sick or becomes sick during the programming, a parent, guardian, or authorized designee will be contacted to pick them up within an hour of being contacted.

Mandatory Parent Meeting

On August 22, 2019 at 6:00pm there will be a mandatory parent meeting. Parents who are unable to attend must contact the Program Director prior to the August 22nd meeting to obtain information for the first day of program. Without the parent/director meeting, a student's place cannot be assured in the coming year's program.

Attendance Notification

If it is determined that your student(s) will be unable to attend, please let us know as soon as possible.

Contact Information:

Director: Officer Roderick Glahn
rod.glahn@knightdalenc.gov
(919) 217-2261

Please complete and return all forms to:
Knightdale Police Department
979 Steeple Square Court
Knightdale, NC 27545
919-217-2261

The undersigned has read this handbook in its entirety and agrees to abide by the rules, regulations, and code of conducts outlined within.

_____
Student's Printed Name

_____
Student's Signature and Date

_____
Parent/Guardian's Printed Name

_____
Parent/Guardian's Signature and Date