

BEHAVIOR MANAGEMENT SYSTEM

The Warner Park Community Recreation Center (WPCRC) is committed to providing a safe, inclusive, and welcoming environment for all. We expect all persons using the WPCRC to behave in a mature and responsible way, and to respect the rights and dignity of others. The WPCRC recognizes two primary components of behavior management. The components are identified as minor and major offenses.

Minor Offenses include, but not limited to:

- Misuse of equipment
- Roasting, profanity, verbal harassment, or intimidation by words, gestures or body language
- Escalating or instigating an argument
- Unauthorized entry into building to include; using another members ID card, knowingly aiding in providing access to unauthorized users, leaving/entering through unauthorized exits
- Disrespecting others and failure to follow WPCRC staff directions
- Influencing others to engage in disruptive behavior

Major Offenses include, but not limited to:

- Fighting/physical altercations (attempted or accomplished) on or off the property to include play fighting and bullying
- Threatening conduct or speech towards staff or users
- Theft or behavior that results in the destruction or loss of property
- Possession or threatened use of a weapon
- Refusing to leave facility or property after being asked by WPCRC staff
- Possession, use, or suspicion of being under the influence of alcohol or illegal drugs

Minor Offenses

First Offense	Verbal warning	
Second Offense	Three day suspension	
Third Offense	Four day suspension	
Fourth Offense	Five day suspension	
5+ Offenses	One month suspension	Restoration available. See Page 3

Major Offenses

First Offense	One month suspension	
Second Offense	Two months suspension	
Third Offense	Three month suspension	Restoration available. See Page 3
Fourth Offense	Four month suspension	Restoration available. See Page 3
5+ Offenses	Six month suspension	Restoration available. See Page 3

The list of offenses is not all-inclusive and WPCRC staff reserve the right to make judgement on any offense not covered by this document. WPCRC staff have the authority to elevate a suspension due to the nature of the offense. Suspensions from the WPCRC shall be calculated from the day of the offense. Behavior progression will reset to the First Offense level one year after last offense. All suspensions require a conference with the Facility Manager prior to access being reinstated. Parents may appeal (in writing) the suspension to the WPCRC Advisory Sub Committee. Inappropriate conduct by an adult may result in a lengthier suspension.

If member is under 18, the Facility Manager will send a written behavior report to the home of record and encourage the parent/guardian to set up a meeting to discuss the report. If member does not have accurate contact information on file, the Facility Manager will work with the appropriate school personnel and/or community partners to determine the best way to communicate with parent/guardian.

The WPCRC reserves the right to deny, suspend or revoke membership or access privileges to any person if, in the WPCRC's sole discretion, the actions or inactions of a person are detrimental to the health, safety or enjoyment of its employees, volunteers, members or participants. In addition, the WPCRC reserves the right to deny access or membership to any person who is a registered sex offender, has been arrested for or convicted of any crime involving weapons, violence, sexual abuse, or the sale, possession and/or transportation of illegal drugs.

Regardless of the category in which the offense is listed, a particularly flagrant violation of an otherwise less serious offense might result in a more serious level of corrective action than the one indicated for the category. Conversely, in the event of a serious offense in which mitigating circumstances appear to exist in the judgment of the Parks Department, a less severe level of corrective action may be imposed. All law violations will be immediately reported to local law enforcement.

Staff Corrective Action Procedures

1. Take immediate action
 - a) Assess the situation and determine appropriate intervention option(s)
 - b) Calmly deescalate all individuals
 - c) Call the Park Ranger cell phone first at 235-0448, then the Madison Police Department, if needed (emergency 911 or non-emergency 266-4275, depending on the severity)
 - d) Document in staff filing system

2. Suspension
 - a) Documentation of incident is submitted to Facility Manager
 - b) Facility Manager will determine course of action for minor and major offenses
 - c) If member is under age of 18, parents are immediately informed of suspension by Facility Manager
 - d) Consequences align with minor and major offenses sections
 - e) Documentation of suspended members is placed in the Corrective Action Suspension file

3. Restoration
 - a) Members who reach the final step in the Minor Offenses category or third offense in the Major Offenses category will have the opportunity to participate in a restorative process to alleviate the suspension. Member will complete designated amount of community service at the WPCRC or partner agency (i.e. Vera Court, Packers/Northport). After the community service is completed, member will meet with the Facility Manager to discuss the community service experience and expectations going forward.
 - b) Minor Offenses; 10 hours of community service at WPCRC or partner agency.
 - c) Major Offenses; 40 hours of community service at WPCRC or partner agency.