

A-Teen Policy Statement

1. The A-Teens Program will begin promptly at 1:00 p.m.
2. The A-Teen Program will end promptly at 6:00 p.m. Each member should be picked up at this time. A-Teens staff is unable to provide transportation home – this is under any circumstance. Therefore, if a parent or guardian is unable to pick up his/her daughter at 6:00 p.m. from the Alliance or at 6:15 p.m. from a pick up site, arrangements should be made for her to be picked up by someone else. It is imperative that we adhere to these time guidelines. We appreciate your cooperation in this area.
3. Each A-Teen will be expected to stay for the entire A-Teens meeting unless she has a note explaining her reason for leaving early.
4. The Alliance for Women and Children is NOT responsible for lost or stolen items.
5. If your daughter is not present at A-Teens you will NOT be contacted. We assume they are with a parent/guardian. A-Teens is not responsible for any girls absence. However, if you are utilizing a pick up site, you must call to notify the driver if your A-Teen will not be attending.

Expected Behavior

1. Be respectful of the A-Teen staff and other members.
2. Be respectful of Alliance property and other A-Teens' belongings.
3. Do not engage in fighting, name-calling, or use of offensive language with staff or other members.

Discipline Plan

1. A member of the A-Teen staff will speak privately with the A-Teen about the behavior.
2. Depending on the offense the A-Teen may be asked by the A-Teens staff not to participate in the day's activities and a behavior report will be sent home with the A-Teen. This report must be returned at the next A-Teens meeting. An A-Teen may not return until the signed behavior report is returned.
3. If the behavior is repeated weekly, a parent/guardian will be contacted.
4. If the behavior persists, a conference will be held between the A-Teen Director, Parent/guardian, and the A-Teen.
5. Further discipline problems will result in the removal of the teen from the program.
6. A-Teens staff have the discretion to send any A-Teen home for the day if the A-Teen disrupts the A-Teen meeting in any serious way.

Thank you for taking the time to read these policies with your A-Teen.