

## **FRANKLIN COUNTY PARKS AND RECREATION** **DISCIPLINARY ACTION GUIDELINES**

**\*Registered head coaches or registered assistant coaches may take disciplinary action against a child by removing (benching) him from play for continuously missing practices or misbehaving during practices or games.**

**\*Registered head coaches or registered assistant coaches that disciplines a child agrees to sit the child out the entire game or practice. Upon approval of the Parks and Recreation Staff this would designate that this child would not receive the minimal playtime in a game/practice situation.**

### **CHECKLIST**

Registered head coaches or registered assistant coaches must follow the outline below to properly discipline a child. All items in the checklist must be followed.

- The registered head coach or registered assistant coach has verbally given the child a warning.
- The registered head coach or registered assistant coach has notified the parents or guardians of the child the situation and tried to resolve the issue.
- The registered head coach or registered assistant coach has spoken to staff of the Franklin County Parks and Recreation and notified them of the situation.
- The registered head coach or registered assistant coach notified the parents of the disciplinary action prior to the time it will take place.
- Disciplinary Action Form was signed and returned to Parks and Recreation Staff (2) business day prior to the disciplinary action wanting to being inacted.

**FRANKLIN COUNTY PARKS AND RECREATION**  
**DISCIPLINARY ACTION FORM:**

**Return this form within 2 business days of the disciplinary action to occur.**

Today's Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Team Name: \_\_\_\_\_

Date of Disciplinary Action To Occur: \_\_\_\_\_

**Reason For Disciplinary Action:** \_\_\_\_\_

**Coaches Signature:** \_\_\_\_\_

## **Parks and Recreation Staff Comments Only Below!**

Date disciplinary action form was received: \_\_\_\_\_

Was checklist completed?      Circle One      Yes or No

Was disciplinary action granted?      Circle One      Yes or No

Comments:

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_