



***Germantown Presbyterian Church
Comprehensive Discipline Policy***

Last updated 7/14/2005

***Germantown Presbyterian Church
Comprehensive Discipline Policy***

Contents

Introduction 3
 Inappropriate behavior/infractions pertaining to but not limited to the following: 3
 Potential consequences may include but not be limited to the following: 3
 Response Procedures When Infractions Occur: 4

Germantown Presbyterian Church Comprehensive Discipline Policy

Introduction

The role of Germantown Presbyterian Church staff, volunteers, parents, children and youth is to conduct themselves in a manner in accordance with the theology of the Presbyterian Church, U.S.A. as outlined in *the Constitution of the PC(U.S.A.)*. Each person is to embody the spirit of Jesus Christ in all thought, word and actions.

Inappropriate behavior/infractions pertaining to but not limited to the following:

- Sexual offenses
- Weapons
- Alcohol
- Illegal drugs
- Tobacco products
- Disrespect - (any persistent and/or flagrant behavior which demeans, degrades, humiliates, antagonizes, or embarrasses another adult, child or property)
- Lying
- Fighting
- Breaking curfew - where applicable

Potential consequences may include but not be limited to the following:

- Verbal reprimand
- Time out - away from group activity
- Parent Contact
- Limiting ability to participate in church activities & programs
- Restitution/amends
- Professional counseling or other appropriate professional help *as agreed upon by implementation team and parents*
- Other consequences deemed appropriate by policy advocacy implementation team

Germantown Presbyterian Church Comprehensive Discipline Policy

Response Procedures When Infractions Occur:

1. "The Book of Order", outlines "due process" and it should be considered in helping to determine the course of action for infractions as stated above in the introduction to the Comprehensive Discipline Policy. ("Book of Order" sec.: G-9.0505b, G-9.0505d, "Parties in case of process" & Rules of Discipline, PCUSA - section "D").
2. The adult in charge will see that the inappropriate action(s)/behavior(s) stops immediately. The youth/child will be informed of the possible consequences and will be told whether or not the infraction(s) warrants contacting the parents.
3. The response to infractions should be in a timely manner that reflects careful thought and thorough discussions with all parties involved.
4. Depending on the nature of the infraction(s), disciplinary action will be considered by the parties involved and the adults in charge, including the Director of Congregational Ministries. *All incidents of inappropriate behavior/infractions will be documented and communicated as soon as possible to the Head of Staff.* After consultation with the parties involved, minor infractions will be dealt with immediately in accordance with the safe practices policy list of possible consequences.
5. The Director of Congregational Ministries will call the parents to inform them of the infraction(s) and to arrange a time to meet *with them and the Head of Staff* and go over the details of the infraction(s) and the possible consequences. *At that time both the child/youth and the parents will be reminded of the process by which such matters are handled. The parents will also be given a copy of the current policy.* Parents will also be notified that the advocacy implementation team will be part of the discussions for implementation of the discipline policy. *Minutes will be taken of any meeting(s) held involving the incident and will be distributed to parents and advocacy team members and kept in the office of the Head of Staff.*
6. In keeping with the pastoral nature of the church community, consequences for infractions need to be decided upon on a case by case basis. The purpose of the consequences should be to address the (potential) harm to the community of the church and the (potential) harm created by others due to the infraction, as well as to seek to restore wholeness to the individual(s) and to the community. *In every case, the parents will be actively involved in establishing adequate and fair consequences.*
7. An offer of pastoral care support including Stephen Ministry should be extended to individuals affected by the infractions and to those for whom the policy has been implemented.