

# BSA Troop 221

## Code of Conduct

- The following Code of Conduct is established to provide a safe and fun Scouting environment for all Scouts. All Troop 221 Scouts and adult volunteers are expected to exhibit "Scout Spirit"...the daily living of the Scout Oath and Scout Law.
- All Scouts and adult volunteers should help build Troop unity and an effective, enjoyable program. Scouting should be fun and challenging while providing a safe and supportive environment in which Scouts can learn and grow.
- The "Spirit of Scouting" establishes high expectations for the behavior of all Troop 221 Scouts. All Troop 221 Scouts and adult volunteers are asked to abide by the rules and guidelines set forth here and are expected to show self-control and self-discipline at all times.
- We practice accountability in Troop 221, on a personal level and as a group. If anyone acts in a way that is outside of our standard, all members are expected and obligated to get involved.
- All adult volunteers are expected to lead by example and conduct themselves in a courteous and professional manner.
- Adults should be ever mindful that Boy Scouts is a boy-run, adult-supervised organization.
- Code of Conduct violations will be handled per the Troop 221 Discipline Policy.

## Scouts will always:

- Conduct themselves in accordance with the Scout Oath and Scout Law.
- Exhibit leadership by following rules and asking others to do the same.
- Follow directives from an adult or junior leader.
- Become quiet when the "sign" goes up. This applies at all Scouting events.
- Follow these fire rules:
  - Place fires only in designated locations.
  - Scouts may bring matches as part of their 10 essentials, but used only under adult supervision.
  - No fires or flames of any kind are permitted inside tents
  - Scouts will not play in, near, or with the fire.
  - Scouts will not wave burning sticks in the air, or any device used for cooking over the fire.
  - Scouts will not light any sort of aerosol, gel or liquid that is inconsistent with its primary use.
- Observe lights out as scheduled. Be courteous of your neighbors.
- Respect other person's property.
- Respect other people's feelings.

## Scouts will not:

- Swear, or use offensive language or gestures.
- Display unruly, loud, disrespectful or disobedient behavior.
- Talk or otherwise disrupt Scout Meetings
- Carry or use a knife, until he has had the proper training and is in possession of a valid "Tote'N Chip".

- Carry Sheath knives or knives with blades of more than four (4) inches. Unacceptable knives will be confiscated at the Scoutmaster's discretion.
- Borrow or use another individuals or Troop equipment or property without prior consent.
- Carry out practical jokes or pranks such as hiding someone else's gear or sabotaging tents.
- Use alcohol or any other controlled substances that are not prescribed by a physician.
- Use tobacco products of any kind.
- Use electronic devices on campouts, however, their use is allowed during travels to and from an event, but must remain in the vehicle.
- Use phones in meetings unless the use is required and approved by an adult.
- Bring or use firearms, fire crackers, fireworks, ammunition, black powder, sling shots, bows and arrows, paint ball guns or any other weapons. These items are prohibited.
- Exceptions will be made only for Troop approved archery and rifle ranges. Violation of this rule will result in the most serious of disciplines as allowed by the BSA Troop 221 Discipline Policy.
- Store or consume food, candy or drinks (other than water) in tents.
- Allow inappropriate physical roughness amongst fellow Scouts. No shoving, punching, kicking or stick fighting is permitted.
- Disturb or disrupt another scout while he is sleeping by drawing on, stacking items on or putting items in ears, mouth or nose.
- Throw rocks or other objects.
- Threaten or intimidate another Scout by word or action to include hazing, insulting, ridiculing or name-calling.
- Leave an activity, meeting or designated area without an adults express permission.
- Enter any area of the chartered organization's building, except the meeting room or bathroom without adult permission.
- Venture off alone. The "buddy system" will be used at all times and during all applicable activities.
- Intentionally destroy or damage natural or man-made areas, personal or Troop property.
- Lie. Lying will not be tolerated under any circumstances and has no place in Scouting.
- Fight. Fistfights, hurtful comments, jokes at other people's expense, etc. have no place in Scouting.
- Steal. Stealing while on an outing (including food); either from another scout or places that the troop visits will not be tolerated.

In choosing to participate in Troop 221 meetings and activities, we hereby indicate our agreement and commitment to observe Troop 221's Code of Conduct.

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Scout Signature

Date

Parent/Guardian Signature

Date

# BSA Troop 221

## Discipline Policy

Unfortunately, there will be instances when it is necessary to discipline a Scout for violating the Code of Conduct. The primary purpose of this policy is to provide the framework that ensures a Scout understands "why" he was disciplined, as well as to ensure the Scout is treated fairly, appropriately and consistently for the violation that occurred.

Appropriately applied discipline is a key ingredient to helping our Scouts grow and mature into young men and solid citizens. When there are problems, cooperation among fellow Scouts, the Scoutmaster and parents often turn problems into opportunities for growth and character development.

Scouts have a "right" to know what the consequences are if they break the rules. Scouts who follow the Scout Oath and Law have a "right" to expect the Troop to discipline Scouts who do not.

The best discipline is preventive in nature rather than regulatory and restrictive. For this reason, adults should be ever mindful to provide positive reinforcement when Scouts exhibit acceptable behavior. The physical presence of an adult leader is necessary to monitor the behavior of all Scouts.

Adults always have the right and responsibility to immediately step into any situation they consider unsafe. These situations include, but are not limited to: fighting, hazing, foul language, bullying, sexual misconduct, or inappropriate behavior in public.

The Scoutmaster is ultimately responsible for the proper behavior of Troop members and, therefore, will be expected to enforce a fair and consistent disciplinary plan.

- Youth Protection Guidelines must be followed.
- Discipline should be conducted as soon as practical after the violation occurs.
- Discipline is only authorized by personnel as outlined in this policy.
- Discipline sessions are to be conducted off to the side, but must be in full view of at least TWO adults and fellow scouts as applicable.
- Discipline shall NEVER be behind closed doors and NEVER consist of a one on one situation between an adult and a Scout.
- Prohibited Discipline Methods:
  - Hazing - This includes but is not limited to: shouting, cursing out, ridiculing, name-calling, initiation activities or any other demeaning activity.
  - Physical Activity - Physical activity such as push-ups, sit ups, or running may not be used as a consequence.
  - Kitchen Patrol - KP cannot be used as a consequence.
  - Physical/emotional discipline is not an option.

### **Level I: Scouts Handle the Situation:**

\*\* This is the preferred method to handle all situations except the most extreme. Through this process, Scouts will have an opportunity to develop their individual leadership skills.

- 1.1. Corporal punishment is prohibited.
- 1.2. Code of Conduct violations or any other unacceptable behaviors will be brought to the immediate attention of the Scout's Patrol Leader.
- 1.3. The Patrol Leader (PL) will discuss the situation with the Scout, and attempt to solve the discipline problem. He should try to resolve the conflict by coaching or, if necessary, issuing a first verbal warning
- 1.4. The Patrol Leader must use his best judgment to determine if the incident is serious enough to immediately notify his Senior Patrol Leader (SPL), Assistant Senior Patrol Leader (ASPL), or an adult leader.
- 1.5. If a verbal warning was given and the Scout fails to comply, the PL will notify the SPL or Assistant SPL (ASPL) who will observe the situation.
- 1.6. If the problem continues, the SPL or ASPL will issue coaching and a second verbal warning.
- 1.7. If the problem pertains to talking or disrupting Scout meetings, the SPL, ASPL or "presenter" will ask the Scout to leave the room and remain in the hall for 15 minutes. If the Scout is disruptive in the hall or disrespectful of the process, they will be asked to leave the meeting altogether.

### **Level II: Adult Leader Notified**

- 2.1. If the problem continues, an adult leader will be notified.
  - 2.1.1. If it is apparent the SPL or ASPL cannot remedy the situation, the Adult leader shall notify the Scoutmaster or Assistant Scoutmaster immediately that a discipline situation has arisen and will inform him of the plan to remedy the situation. Discipline will be in accordance with the BSA Troop 221 policy and no other.
  - 2.1.2. There is no exception to the requirement to notify the Scoutmaster or Assistant Scoutmaster.
  - 2.1.3. The Adult Leader, Assistant Scoutmaster or Scoutmaster will ask the Scout to stop the inappropriate behavior.
  - 2.1.4. The adult will ensure the Scout understands the nature of the offense, discusses appropriate behavior, and, with the Scout, seeks ways to correct the issue that resulted from the Scouts action. The Scout will then be issued a warning by TWO adult leaders in the form of a verbal counseling session. The session will be in full view and within hearing distance of additional adult leaders.
  - 2.1.5. TWO designated adult leaders MUST supervise any discipline situation.
  - 2.1.6. After the counseling session, the Scout may be temporarily removed from the activity. This can include, but is not limited to being sent outside from a Troop meeting, to a tent on a campout, or sitting away from the rest of the Troop / Patrol.

### **Level III: Written Counseling Session**

- 3.1. If the unsatisfactory behavior continues, a meeting will be conducted with the Scout, the Scoutmaster or Assistant Scoutmaster, the Patrol Advisor, and the SPL or ASPL. A Written Counseling Report will be issued stating what violation occurred and why it has resulted in Written Counseling.
- 3.2. The Scoutmaster will maintain a file of all Written Counseling Sessions.

### **Level IV: Removal from Activity/Sent Home**

- 4.1. If the misbehavior continues, or if the Scout's actions are continually distracting or disruptive to the operation of the Troop, or the violation is more severe in the judgment of the Scoutmaster AND a minimum of TWO additional adult leaders the Scout will be asked to leave the activity.
- 4.2. If a parent cannot be contacted, the Scout will sit out the activities under supervision until such

time the parents can be contacted and the Scout sent home.

### **Level V: Second Incident within 3 Months of Written Counseling**

- 5.1. If a second incident occurs within three months of the first Written Counseling Session, the Scout will have a meeting with the SPL, PA and Scoutmaster and will be written up a second time.
- 5.2. The Scout will be required to attend a Scoutmaster Conference with a parent before he can attend another Scout function.
- 5.3. Additional actions in addition to the above may include the following:
  - 5.3.1. Essays - Require the Scout to write an essay about their behavior
  - 5.3.2. Apology Letter - Apology Letter may be assigned when deemed appropriate.

### **Level VI: Third Incident within 3 Months of Written Counseling**

- 6.1. If the Scout continues to misbehave, and there is a third incident within three months of the first Write Up, a Scoutmaster Conference is required.
- 6.2. The Scout's parent/guardian(s) will be notified. The Scoutmaster, at least one Assistant Scoutmaster, and the parent/guardian(s) shall devise a plan for the Scout to resolve or rectify the problem for his inappropriate behavior.
- 6.3. The Scoutmaster shall inform the Committee Chair.
- 6.4. Additional actions in addition to the above may include the following:
  - 6.4.1. Probation - A period of time may be given for the Scout to continue with Troop activities, and prove that the issue was isolated.
  - 6.4.2. Suspension - If not, then the next course of action is suspension for a specified period of time.

### **Level VII: Dismissal from the Troop**

- 7.1. Should the behavior persist, the Committee Chair will meet with the parent/guardian(s) to inform them about a final suspension that will lead to the dismissal of the Scout from the Troop.
- 7.2. A Scout can be dismissed from the Troop by the Scoutmaster, with the approval of the Troop Executive Committee.

### **Appeals**

- 8.1. Should the decision to suspend not satisfy the Scout and parent/guardian(s) for any reason, the Scout has the right to appeal the decision by delivering a written appeal to the Scoutmaster and Committee Chair within one week of the decision.
- 8.2. The Committee Chair will discuss the appeal with the Scoutmaster and Executive Committee, and decide if it warrants further action.
- 8.3. If the Executive Committee deems this unnecessary, the decision is final.
- 8.4. If there is disagreement among the parties involved, the matter may be taken to the Troop. The Committee shall listen to all interested parties, gather information and decide the matter.
- 8.5. Possible resolutions include, but are not restricted to:
  - 8.5.1. Negotiating an agreement with the Scout and parent/guardian(s) about acceptable behavior, requiring that a parent/guardian attend all scouting activities in which the Scout participates.
  - 8.5.2. Continue with the dismissal/expulsion process.

## 9. Major Incidents

The following incidents will start at Level VI or VII based on Committee recommendation:

- Fights where another is injured
- Any abuse allegations of a Scout by a Scout.
- Stealing
- Controlled substance use or possession
- Any other major incidents
- Deliberate destruction of Troop, Personal or Private property

## 10. Consequences

The Consequences of not following BSA and Troop 221 rules will be the Scoutmaster applying one or more of the following:

- Scoutmaster Conference with the Scout and/or parents
- One-to-one apology with Scoutmaster present
  - Postpone advancement due to failure of the "demonstrates Scout Spirit" requirement
  - Removal from position or office. Potential ineligibility for election or appointment to a leadership post
- Block Order of the Arrow eligibility.
- Recommend a review by the Discipline Review Board. Called for by the Scoutmaster or the Committee Chair
- 3-member Board – 1 Asst Scoutmaster and 2 Troop Committee Members
  - The Board has the option of Probation, Suspension or Expulsion
  - Suspension from the Troop for 30 days or more (depending on the severity of the violation and the safety hazard caused). The 30-day suspension will include not being allowed to attend the next Troop weekend outing.
  - Expulsion from the Troop.

## 11. Parental Notification

Parental notification shall occur at Level II after Verbal Counseling has occurred between the Scout and TWO adult leaders. Adult leaders may use their discretion to notify parents at any time they feel it appropriate to do so. Parental notification will continue until the Scout's behavior improves.

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Scout Signature

Date

Parent/Guardian Signature

Date