



## Scout Behaviour Expectations and Discipline Policy

### THE BIG 3

The expected behaviour of Troop 77 B&G Scouts, Scouters and other adults (e.g. parents) is based on living by the Scout Oath and Law and the Outdoor Code. In accordance with those principles, the troop has adopted the following policies regarding behaviour, and ensuing discipline when needed.

Appropriate behaviour can be classified into what Troop 77 B&G calls “THE BIG 3” that Scouts, Scouters and other adults will live by during all Scouting activities:

1. **RESPECT OTHERS:** All Scouts, Scouters and other adults are expected to show proper respect toward all adults and fellow Scouts
2. **RESPECT PROPERTY AND THE ENVIRONMENT :** All Scouts, Scouters and other adults are expected to show proper respect toward any property put in their trust as well as towards the environment
3. **HANDS OFF:** Unless participating in a contact game, all Scouts, Scouters and other adults are expected to abide by a “hands off” policy with their fellow Scouts, Scouters, other adults, and their property

We believe that if everyone involved in Troop 77 B&G abides by “The Big 3,” behaviour issues will be non-existent. All discussions with Scouts about proper behaviour should be centred around living by the Scout Oath and Law, the Outdoor Code, and “The Big 3.”

The following material all relates back to “The Big 3,” which governs our troop.





## CODE OF CONDUCT

The following behaviours will NOT be tolerated at Troop 77 B&G Scouting events:

- Failure to follow reasonable directives of a youth or adult leader
- Unnecessary or inappropriate physical roughness
- Threatening or intimidating another person by word or action
- Foul language that offends or degrades, as well as negative and/or derogatory banter
- Actions or language offensive or discriminatory with respect to race, religion, ethnicity or sexual orientation
- Behaviour that displays disrespect for other persons, personal property, or the environment
- Play where teasing and goofing can cause physical injury or emotional damage
- Smoking, Vaping, or use of tobacco products by minors, or by adults in the presence of Scouts
- Possession or use of fireworks
- Unauthorised lighting of fires
- Unauthorised use or possession of firearms, live ammunition or weapons
- Use or possession of sheath knives (or any knife with a blade longer than the 3" standard Scout knife blade), axes or hatchets without permission of the Scoutmaster or other responsible adult leader
- Use or possession of alcoholic beverages or controlled substances (except medication, prescription or over-the-counter, of which the adult leadership has been made aware) by minors, or by adults at any Scouting activity.
- Leaving a Scouting activity without permission, straying from the group, or failure to use the Buddy System while in the out-of-doors.
- Unfair treatment of any Scout or adult, regarding discipline or any activity

This list is not exhaustive. Both youth and adult leaders must judge cases as they arise, and those under their leadership must respect their authority to make judgments. A Scout should obey any directive from an appropriate leader. If a Scout believes they have been treated unjustly by a youth or adult leader, they should follow see the section below on procedures for grievances.





## DISCIPLINE PROCEDURE

The Big 3 and the Code of Conduct have been established so that everyone knows what is expected of a Troop 77 Scout. In order to look out for the best interests of each Scout in the troop, procedures have also been developed for youth and adult leaders to use when a behavioural issue arises. These procedures, when followed properly, will give youth and adult leaders a way to help ensure the best experience for each Scout. At the same time, these procedures give Scouts the opportunity to change their behaviours and grow from the situation.

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### 1. PROPER CHAIN OF COMMAND

- a) The Patrol Leaders are empowered to handle disciplinary issues in their patrols. If a patrol leader feels that a patrol member does not respect their authority, they have the authority to ask the patrol member to leave an activity and report to the Senior Patrol Leader or to a registered adult/Scouter for a “Behaviour Coaching Moment”;
- b) If the Patrol Leader has difficulty handling a problem or issue, they can obtain help from the Senior Patrol Leader. The Senior Patrol Leader has the authority to ask the disruptive Scout to leave an activity and to report to the Scoutmaster or registered adult/scouter in charge for a “Behaviour Coaching Moment” (BCM) or for repeated offenses, to appear before the Disciplinary Board;
- c) If the Senior Patrol Leader has difficulty handling a problem or issue, they can obtain the help of registered adults/Scouters to conduct a “Behaviour Coaching Moment” or they can ask the disruptive scout to report to the Scoutmaster, Assistant Scoutmasters or other registered adult/Scouter in charge;
- d) The above steps form the beginning stages of the disciplinary process, utilizing the scout-led leadership proper chain-of-command. When possible, issues are to be dealt with at the scout level, and youth leaders have the authority to enforce expected behaviours, in accordance with this troop discipline procedure.
- e) At the same time, Troop 77 youth leaders cannot be held solely responsible for the behaviour of their peers. Any registered adult has the right and responsibility to immediately step into any situation they consider unsafe. These situations include any behaviour that puts the Scout or others at risk of injury, as well as fighting, hazing, foul language, bullying, or sexual misconduct. These behaviours warrant immediate action including removing the Scout from the situation and must involve the Scoutmaster and/or registered adult in charge.
- f) In addition, a registered adult may, and should, speak with a Scout who is behaving inappropriately, even if not of the serious nature noted above. The Scout should be involved in a “BCM.” If the inappropriate behaviour persists, the Scoutmaster or adult in charge should be notified. Discipline problems need to be addressed during the Scout activity, if possible.





## 2. DISCIPLINARY PROCESS

These steps are progressive in nature, giving Troop 77 Scouts every opportunity to change their behaviour patterns. A registered adult/Scouter may also deem it necessary to skip steps, depending on the seriousness of the observed behaviour. Safety and fairness to all Scouts in Troop 77 is of primary concern and must always be considered over the attention given to just one Scout. The following are the Troop 77 steps in the discipline process:

- a) **Warning:** The Scout will be warned by their Patrol Leader, Senior Patrol Leader or adult leaders about their behaviour and reminded of “The Big 3” rule(s) they have violated. Every Scout deserves the chance to stop the offending behaviour on their own.
- b) **Behaviour Coaching Moment (BCM):** If a warning doesn’t alleviate the behaviour, the Senior Patrol Leader, Patrol Leader, or a Scouter (Scoutmaster, Assistant Scoutmaster, Committee Member, other registered adult, etc.) should remove the Scout (by means appropriate to the situation) from the activity temporarily for a “Behaviour Coaching Moment (BCM).” These few minutes of discussion with the offending Scout and one or two registered adults involve specifically pointing out the inappropriate behaviour and discussing alternate behaviours with the Scout and explaining how those behaviours relate to the Scout law. Once the adult(s) believes the Scout is ready, they may then rejoin the group. This is an immediate disciplinary action, as often just getting the Scout out of the situation alleviates the behaviour, and adding in the “teachable moment” is a character-building measure. The Scoutmaster needs to be notified of “BCMs” in case more follow up is needed (this can be after the activity or meeting). These sessions must always follow BSA’s two-deep leadership rules, but can involve just one adult if it is in the vicinity of the other Scouts and Scouters. If it requires removing the Scout from the situation, at least two adults must be present. See Appendix A for guidelines to facilitate a “Behaviour Coaching Moment”.
- c) **Parent/Guardian Contact Scoutmaster Conference:** The Scoutmaster will contact the parents/guardian(s) for any disciplinary action from this point forward, or if more than one Behaviour Coaching Moment is needed for a particular behaviour. It is expected that parents/guardians will take a more active role in Scouting when this occurs, and they need to follow up at home for the Scout to be held accountable for their actions. A Scoutmaster Conference with the parents/guardians, Scout and Scoutmaster may or may not be a part of this process, at the discretion of the Scoutmaster.
- d) **Suspension from the activity/meeting/trip:** If the inappropriate behaviour continues, or if the seriousness of the behaviour warrants, the Scout will be asked to leave the particular activity. Their parents/guardians will be notified by the Scoutmaster or adult in charge, and asked to pick them up immediately. A conference will then be arranged for the Scout, their parents/guardians, the Scoutmaster, and possibly the Senior Patrol Leader or the adult(s) involved. The conference will involve pointing out the prohibited behaviour, making sure the Scout understands why they were unable to participate, and a follow-up course of action and consequences, including the Scout making amends to anyone they have offended, or for





damage they have caused. The scout will be allowed to participate once the conference has taken place.

- e) **Scout-Led Disciplinary Board:** If the situation doesn't improve, a Scout may be asked to appear before the Disciplinary Board. The Senior Patrol Leader (in conjunction with the T77 B&G Scoutmasters) and their Assistant Senior Patrol Leaders, or a registered adult (in conjunction with the Scoutmaster), has the authority to make the decision that the behaviour requires convening the Disciplinary Board. This can happen with or without a Scout being suspended from an activity (item (d) above), and typically will involve issues relating to personality conflicts between scouts, continual insubordination by a member of a Patrol, ongoing "slacking" and disrespect, or other general disciplinary issues. Issues of particularly serious or sensitive nature will be dealt with by registered adults/Scouters, rather than the Disciplinary Board (see (f) below). The purpose of the Disciplinary Board is to investigate the situation and issue a specific course of action to ensure an environment conducive to the principles of scouting. The meeting will take place outside of normal troop activities. The Scout will be allowed to state their side of the case, as will the youth or adult leader who recommended Disciplinary Board action. Administration of Disciplinary Board decisions shall be carried out by the appointed leader of the Disciplinary Board, in conjunction with the Senior Patrol Leader, Assistant Senior Patrol Leaders, and the Scoutmasters. See Appendix B for Disciplinary Board procedures.
- f) **Formal meeting with the Scoutmaster and Committee Chair:** An official meeting with the Scout, parents/guardians, Scoutmaster and Committee Chair is called for if all other disciplinary procedures have failed or called immediately for serious behavioural issues such as threats, hazing, sexual misconduct, continual disrespect of adults, use of drugs or alcohol, or actions of a confidential nature. These actions must skip the Scout-led Disciplinary Board and go directly to registered adults. An individual behaviour plan will be formalised, and the Scout and their parents/guardians will be made aware that infractions of this plan risk dismissal from the troop.
- g) **Dismissal from the Troop:** The Committee Chair, in conjunction with the T77 B&G Scoutmasters, may convene the Troop Committee for the purpose of determining whether a Scout be required to leave the troop. The Troop leaders will do everything possible to keep a youth in Scouting, but the good of the entire troop must also be considered, and this option must be available in certain unusual circumstances. The Scout and their parents/guardians will be asked to attend the meeting, and will be given the opportunity to speak. A majority vote of the Committee will be required to ask a Scout to leave Troop 77. A finding for dismissal is considered irrevocable. In this respect, we are not prohibiting the youth from participation in Scouts BSA, merely from participating in Troop 77 B or G. The troop will supply a list of other troop contacts and will transfer all personal records.





## CONSEQUENCES FOR INAPPROPRIATE BEHAVIOUR

Throughout the disciplinary process a Scout will first be asked to stop the offending behaviour. In most cases, once a Scout is aware that the behaviour will not be tolerated, it will naturally stop.

Following that, the time a Scout spends in discussion with adults about the offense is often consequence enough to get them to stop the behaviour. The purpose of the disciplinary process is character-building, and it is hoped that through interaction with an adult role model, a Scout will change their behaviour.

The next step, involves the parents/guardians in the process. They are expected to help the Scout understand that these behaviours will not be tolerated. If the offending behaviour goes to the point of a Scoutmaster Conference, Disciplinary Board, or formal meetings with the Scoutmaster and Committee Chair, further consequences may be deemed necessary. These may include, but are not limited to:

- a) Verbal apology to a Scout, a leader, a patrol or the troop
- b) Written apology
- c) Repair or replace anything damaged
- d) Required parent attendance at functions, meetings or trips
- e) Loss of privileges (e.g. Totin'Chip or Firem'n Chit privileges)
- f) Suspension from meetings, activities or trips – for a specified period of time
- g) Service project time to the troop, without receiving credit
- h) Suspension of leadership position – for a specified period of time
- i) T77 B&G Scoutmasters may determine that the behaviour is not consistent with Scout Spirit and may not sign off that advancement requirement for a specified period of time

If the behaviour merits taking the issue beyond the Troop Committee level (to the Chartered Organisation Representative, the District, the Council or seeking legal counsel), the Troop Committee must be involved and must approve of the action.

At no time may consequences for behaviour include corporal punishment, withholding of food, or demand of physical activity (push-ups). Consequences are meant to improve and encourage appropriate behaviour, not be a punishment.





## UNFAIR TREATMENT OF A SCOUT

If a Scout believes they have been treated unfairly by either an adult or a youth leader, they should go to the T77 B or G Scoutmaster or the Committee Chair with their allegations as soon as possible.

The purpose of this behaviour policy is for fairness for all Scouts, and we realize that a leader could unintentionally or intentionally be involved in a situation of unfairness to a particular Scout.

These situations will be handled individually if the situation occurs, involving the Troop Committee as necessary.

If the Scout does not find satisfaction with the Scoutmaster(s) or the Committee Chair, they can request an **Unfair Treatment of a Scout Review Board** to listen and provide advice to the Troop Committee on the situation. This Review Board will be shall be convened to advise the Committee on further action needed. It shall consist of:

- 1) Senior Patrol Leaders & Assistant Senior Patrol Leaders
- 2) A registered adult who is not a Scoutmaster nor an Assistant Scoutmaster, chosen by the T77 B & G Scoutmasters
- 3) A registered adult who is part of the Troop, but who is not the parent, guardian or family-member of the Scout, chosen by the Scout

This group will advise the Committee, which will be the final arbitrator of the issue and will determine what course of action is appropriate.

## CHANGES TO THIS POLICY

Because of the seriousness of this Troop 77 Behaviour and Discipline Policy, any changes or updates to it must be approved by the Troop Committee.





## APPENDIX A: GUIDELINES FOR A “BEHAVIOUR COACHING MOMENT”

- The Senior Patrol Leader (SPL), an Assistant Senior Patrol Leader (ASPL), a Patrol Leader (PL), or any registered adult may pull a Scout out of an activity for a short time for a “Behaviour Coaching Moment” or BCM. Registered adults must be looking out for inappropriate situations at all meetings and troop activities in order for this element in the discipline process to be effective.
- These are for immediate behaviour modifications and typically involve anger, disrespect issues, physical roughness, or foul language – but the procedure can be used anytime a Scout isn’t following “The Big 3” in any way.
- The purpose of a BCM is to get the Scout out of the situation (in fairness to the other Scouts who are behaving correctly), to stop the offending behaviour, and to teach/counsel the Scout on appropriate behaviours in order to prevent it from happening in the future.
- The session is facilitated only by registered adults, and must follow the BSA’s two-deep leadership rules. If only one adult is doing the counselling, it must be in plain sight of the rest of the troop. If it is serious enough to remove the Scout from the vicinity, two adults must be involved. This is to protect both the adults as well as the Scout, as mandated per Youth Protection.
- Any registered adult may conduct a “Behaviour Coaching Moment.” However, the SPL and Scoutmaster will have a list of registered adults comfortable in this role, who can be called upon at any time
- “Behaviour Coaching Moments” shall be conducted with the following guidelines in mind:
  - i. Talk privately with the Scout at the first occurrence of a problem. This step is very important in laying the groundwork for dealing with difficult behaviours should they occur later. Gently, and with caring, ask the Scout to describe the situation as they see it.
  - ii. Carefully point out the inappropriateness of this behaviour, how it violates “The Big 3” and the Scout Oath and Law. Discuss what is considered acceptable behaviour in that situation.
  - iii. Develop a list of alternatives on which you both agree. Provide clear alternative behaviour rather than just point out the inappropriate behaviour. Coaching is not a lecture – it is a give and take discussion with the major goal to build character and appropriate decision-making.







- iv. Offer encouragement and concern to the Scout. Point out their strong points and successes.
  - v. There may be hidden issues. Often there are underlying personal or medical issues that affect a behaviour. When a scout is angry and directs it toward you or others, they may be reacting to something else in their life. Try to understand what these underlying issues might be.
  - vi. Stay calm. Don't take adolescent issues personally and as a result become angry yourself.
  - vii. If you feel this happening, it is time to turn the matter over to another registered adult leader. One of the strongest ways to shape positive behaviour is for you to show, not just tell, Scouts how to behave in difficult situations.
  - viii. If further discussion is necessary, schedule a meeting within a short period of time. Let the Scout know that you are available to discuss their concerns – or that the Scoutmaster may want to get involved.
  - ix. Part of the value of these short but powerful meetings is that you are helping the Scout recognize and work toward solving a problem they have. This is a powerful character-building opportunity. Informally encourage the Scout, recognizing their attempts to change. When changes occur, point out their positive effects. You are influencing the life of this scout.
- Typically there is nothing put in writing about these sessions, and the parents are not informed, unless multiple sessions occur. They are immediate, quick, and hopefully will begin to mold character, one Scout at a time, and help alleviate discipline issues within the troop in the long-run.
  - The T77 B&G Scoutmasters should be informed of any “BCMs” so they can informally track behaviour challenges with Scouts, determine when to take it to the next level, and for use in Scoutmaster Conferences. The person conducting the session can relate the information in person after the event, by phone, by email, or using the Troop’s social media platform Discord.





## **APPENDIX B: DISCIPLINARY BOARD REGULATIONS AND PROCEDURES**

- 1) Every year, at the time of preparing the Annual Plan for the Troop, the T77 B&G Scoutmasters and Assistant Scoutmasters will appoint a group of Scouts, to sit for a one year term on the Disciplinary Board. Their term will be 01 September through 31 August. These Scouts will have shown maturity, compassion, clear thinking, and a fair attitude, not necessarily just leadership abilities. They will represent all ages with representation of both boys and girls. In addition, the current Senior Patrol Leader and Assistant Senior Patrol Leaders will always sit on the Disciplinary Board. The group will select a leader/spokesperson who will facilitate the proceedings, and report back to the troop. The group will select a Scribe who will keep a book of official proceedings. The Scoutmasters or the appointed registered adult designee, will oversee the Board. No family members may sit on the Board of an accused Scout, nor may a family member be the adult in charge.
- 2) A Scout will be required to appear before the Disciplinary Board for a variety of behaviours, after warnings and “Behaviour Coaching Moments” have not improved behaviour. Serious allegations including threats or confidential issues are not to be handled by the Disciplinary Board, but will be dealt with by the adult leadership.
- 3) The Senior Patrol Leader, Assistant Senior Patrol Leaders, or any registered adult (scouter) may recommend a Disciplinary Board session – and it must be approved by the T77 B&G Scoutmasters.
- 4) The Board will convene outside of regular scout activities. The Scout and their parents/ guardians will be asked to attend, as will the individual who recommended the Scout be brought before the Board. Scouts or adults who are being asked to speak on behalf of either the Scout or the person who recommended they be brought before the Board may attend all or part of the session. Specifics of the Disciplinary Board meeting are to be treated with confidence, but the meetings are not secret.
- 5) The Disciplinary Board meeting will open with a recitation of the Scout Oath, the Scout Law, and the Outdoor Code, led by the leader of the Board.





6) The leader will then open with this statement:

“The Troop 77 Disciplinary Board has been called into session today to discuss the behaviour of \_\_\_\_\_ (Scout name). We on this Board understand the responsibility we have to treat our fellow Scout with respect and dignity, and we admire his/her/their courage to come before us today. Troop 77 believes in the uniqueness and individuality of every Scout, yet at the same time, we must look out for the entire troop, and we all must act in accordance with the Scout Oath and Law and Outdoor Code we just recited, and follow “The Big 3” rules we have established. We will treat specific conversations in this meeting with confidence, we will be fair, we will not ridicule or point fingers but will stick to the facts, and we will act in the best interests of Troop 77 and \_\_\_\_\_ (Scout name).”

- 7) The offending Scout will be asked to explain why they were brought here. They can call upon others to speak on his or her behalf, if the situation warrants.
- 8) The adult or Senior Patrol Leader, or Assistant Senior Patrol Leader who recommended the Scout meet with the Disciplinary Board will discuss the Scout’s actions which led to their appearance. The Scout may call upon others to speak on their behalf, if the situation warrants.
- 9) The Scout and/or their family will be allowed a rebuttal
- 10) Members of the Disciplinary Board will be allowed to ask questions of either party. The T77 B&G Scoutmasters (or designee) is not to ask questions, but may answer them if he/sh0/they has knowledge, was directly involved in the situation, or if their opinions or a Scout regulation clarification is needed.
- 11) The Scout and their family will be asked to leave the room while the Disciplinary Board members deliberate. This is not a “court” and there isn’t a verdict. Rather, the Board is to decide if the Scout should receive some form of consequence or plan of action. Possible consequences are a part of the official Troop 77 Behaviour Expectations and Discipline Policy. They may recommend a specified period of “probation.” If the Scout has shown remorse and promised in personal statements that the behaviour will be curtailed, that may suffice. The Board may also decide that the Scout was unjustly treated and recommend no course of action be taken.
- 12) The T77 B and/or G Scoutmasters (or designee) will be present for the deliberations, but only as a counsellor if needed. Once the decision is made, they do have to approve the decision, and have the opportunity to amend it if they believe it is necessary. If the Board will not accept this, the decision will need to be delayed until another meeting is called with other adults. Disciplinary Board decisions must be unanimous.





- 13) The Scout and their family will be called back into the meeting and told of the decision. It will be followed up in writing with a letter signed by the leader of the Disciplinary Board, the Scoutmasters, the Scout, and their parents/guardians – with all follow-up clearly outlined. This letter will be put together by the Scoutmaster.
- 14) If the Scout does not accept the decision of the Disciplinary Board, they may go to the Committee Chair, to ask for a review at the Committee level. The Committee Chair and the Scoutmasters will decide whether the Scout is allowed at troop functions in the interim.
- 15) Once all parties have signed the official proceedings, the leader of the Disciplinary Board will make a report at the next troop meeting. They will discuss the violation, the decision and any action/follow-up the Disciplinary Board assigned. This is to prevent any rumours or misunderstandings – not in any way to embarrass the Scout.
- 16) The Scribe will take notes and place them, along with all official correspondence, in the Disciplinary Board record book.
- 17) The Disciplinary Board leader is to follow up on any recommended actions of the Board, in conjunction with the Senior Patrol Leader, Assistant Senior Patrol Leaders and the T77 B&G Scoutmasters.
- 18) The T77B&G Scoutmasters will make a report of the Disciplinary Board findings at the next Committee Meeting.

I confirm I have read the above Behaviour Expectations and Discipline Policy, will abide by the Code of Conduct and understand the Discipline and Appeals Procedures

Place & Date: \_\_\_\_\_

Scout: \_\_\_\_\_

Scouter/Parent(s): \_\_\_\_\_

