### FACE

### POINT SHEET

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| **Name**: (First & Last) | | Beginning **Date:**  **Day:**  **Time**: | |
| **Current/New System** status (check off)**:**  **Assessment** (day) **Daily** | **System Standing:** \_\_\_\_\_\_\_\_\_\_\_\_\_pts\_ (3300 pts Start when on Daily)[*Achievement* requires the System Standing pts sum to equal 0, earning privileges for the last 3 days and approval by YCW, Counselor and Supervisor] | | |
| **Sub System  Date\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Time \_\_\_\_\_:\_\_\_\_\_ am/pm Fine\_\_\_\_\_\_\_\_\_\_\_pts Staff \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  The first 250 pts apply to privileges earned, additional points apply to reducing the fine. | | | **Privileges Earned:**  Yes  No |
| **Target Skills:** (Identify specific skills) 1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 4\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |

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| **Role Play for Target Areas:** (Daily; Practice at least 2 role plays for each target skill. Staff initials required for each practice. 1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 4\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| Positive  Points | | | | Curriculum / Social Skill/ Rule | Specific Behavior | Negative  Points | | | | YCW  Initial |
| Px should be able to specify  the steps for the specific skill |
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|  |  |  |  | Evening Staff Signature: | |  |  |  |  |
|  |  |  |  | Night Staff Signature: | |  |  |  |  |
|  |  |  |  | Day Staff Signature: | |  |  |  |  |
|  |  |  |  | **Sum of positive pts. [add evening, night, day]** | [add eve, night, day] Sum of negative pts. |  |  |  |  |
|  |  |  |  | **(Minus) Total Lost** | Total-up Staff Signature: | | | | |
|  |  |  |  | **Daily Point Difference- (For Privileges - 250 pts)** |

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| **Each shift will indicate the end of shift with a line out on the row after the last points documented for the shift and writing the name of the shift over the line (ex.------evening shift-----). Each shift will add the positive and negative points and document the sums in the indicted spaces. Total Up staff will add the three positive and three negative sums and determine the daily point difference.** If the previous shift does not complete their shift total, indicate “NO SIGNATURE” and your initial |

###### **Curriculum /Social Skills**

BASIC

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| Accepting Compliments   1. Look at the person. 2. Use a pleasant voice 3. Say “Thank you.” | Accepting Criticism or a Consequence   1. Look at the person. 2. Acknowledge the criticism or consequence 3. Stay Calm | Accepting No for an Answer   1. Look at the person. 2. Acknowledge the response 3. Stay calm. 4. If you disagree, use the disagreeing appropriately skill. |
| Disagreeing Appropriately   1. Look at the person. 2. Use a pleasant voice. 3. Tell why you feel differently. 4. Listen to the other person. | Following Instructions   1. Look at the person. 2. Listen carefully to the instructions. 3. Do what you’ve been asked. | Getting the Staff’s Attention   1. Look at the staff. 2. Say “Excuse me” address staff by name and stay calm. 3. Wait until you are acknowledged. 4. Have a pleasant conversation. |
| Greeting Others   1. Look at the person. 2. Use a pleasant voice. 3. Greet the person | Making an Apology   1. Look at the person. 2. Be sincere. 3. Say, “I’m sorry for… and commit to doing better in the future. | |

ADDITIONAL

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| Appropriate Voice Tone for inside   1. Use your indoor voice. 2. Watch and listen for visual and verbal cues and adjust your voice as needed. | Having a conversation   1. Look at the person 2. Use a pleasant voice. 3. Listen to what the other person says. 4. When there is a break in the conversation, ask a question or share your thoughts. |
| Asking for Help   1. Look at the person. 2. Ask the person if they have time to help you. 3. Clearly explain the kind of help that you need. 4. Thank the person for helping. | Listening   1. Look at the person. 2. Wait until the person is done talking before you speak. 3. Show that you heard them by nodding your head saying “Okay,” “That’s interesting,” etc. |
| Asking Permission   1. Look at the person. 2. Use a pleasant voice. 3. Say “May I …” 4. Accept the answer calmly. | Staying on Task   1. Look at your task. 2. Think about the steps needed to complete the task. 3. Focus your attention on the task until completed. 4. Ignore distractions and interruptions from others. |
| Giving Feedback/Receiving Feedback   1. Look at the person and listen. 2. State the positives first. 3. Give any negative feedback in a non-hurtful way, 4. Discuss and agree upon any changes that need to be made. | Working with others   1. Identify the tasks to be completed. 2. Agree on the tasks that each person will do. 3. Discuss ideas calmly and let everyone share their ideas. 4. Work on tasks until completed. |

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| Non-Negotiable Rules | |
| The violation of any of these rules may result in your removal from the program:   * Physical violence * Sexual activity * Usage or possession of alcohol or drugs * Criminal activity | |
| Major Rules | |
| The violation of any of these rules may result in your movement to the Sub System phase.   * Body piercing, tattooing or mutilation * Suspension from school while at Interface Youth Program * Smoking or use of tobacco products * Possession of tobacco products * Possession of lighters or matches | * Leaving IYP property without staff permission * Entry into the bedroom of participants of the opposite gender * Stealing * Destruction of property, personal or program * Not participating in daily schedule * Contraband (unauthorized food, clothing, intoxicating beverages, controlled substances, firearms, weapons or explosive devices.) |
| Primary Rules | |
| The violation of any of these rules may result in the loss of points or movement to the Sub System phase.   * Physical contact * Leaving designated activity area without staff permission * Wearing inappropriate clothing * Trading/borrowing clothing from another participant | * Touching stereo, television and other audio-visual items * Throwing objects * Profanity * Disorderly conduct * Inappropriate use of furniture or house equipment * Discriminatory, derogatory or disrespectful comments |