

2017 YOUTH AND TEEN CODE OF CONDUCT FORM



Youth/Teen Philosophy

Every youth/teen has the right to a safe and happy experience at the JCC. JCC youth programs focus on the individual needs of each youth/teen and the collective needs of the group. Our goal is to help each person develop new skills and a greater appreciation of his/her capabilities. Additionally, we hope to provide a community setting whereby youth/teens will have the ability and confidence to explore new realms and meet new friends. This community environment is the basis for all JCC youth programs.

Expectations and Code of Conduct

The JCC has developed and maintains a Code of Conduct for the members of our youth community. The code is intended to be a guide for general behavior.

Sign in/out Procedures

- Youth may not leave the Campus/go outdoors** without a parent/guardian, JCC Staff, or prior approval.
- Youth must sign in/out to use the Youth Lounge using a JCC scan card. When leaving the Youth Lounge, youth must indicate to staff where they are going in the building to ensure they can be located. If they move to a new location in the JCC, it is the responsibility of the youth to return to the Youth Lounge and change their location in the sign-in book. Youth must inform staff when they are leaving for the day.
- EKHLA students coming straight from school to access the Youth Lounge must leave through the upper level doors and come straight to the Youth Lounge to sign in.

Behavior

- Youth are expected to respect and value one another and the materials of the program.
- Youth are expected to choose appropriate behaviors and language and encourage others to do so as well.
- Youth are expected to think about the results of one's actions and how they affect others and act accordingly.
- Youth are expected to solve disagreements by talking, listening and compromising.

Facility Usage

- Youth must check out materials (ping pong, pool cues, pool balls, Wii, etc.) with the understanding that, if it is not returned in the same condition, it must be replaced by that person.
- Youth are expected to use appropriate conduct on the JCC computers. Do not attempt to override or circumvent the parental controls. **No food or drink on or near the computers.**
- Youth are expected to help make the JCC a better place. They must pick up trash, no smoking, no bullying, etc.
- The JCC conforms to a Kosher Policy. Youth are expected to respect these policies by not bringing pork or shellfish into the Youth Lounge or building.
- The Youth Lounge hours will be posted and access is not be permitted during other hours unless in a scheduled program.
- The JCC reserves the right to check personal belongings at the door and exclude or remove any person from the premises, or its programs, for any violation of our rules and regulations.

The following guidelines must be followed for children/youth who are NOT registered for a specific class or program at the JCC (an adult is someone who is over the age of 18):

- Children **UNDER 8** years of age must be accompanied by an adult at all times, enrolled in a program, or signed into J-Care Babysitting.
- Children **8-10** may use select facilities at the JCC (i.e. the Gymnasium) as long as a parent/ legal guardian is on the JCC premises, has checked in at both the Central Information Desk and Sports & Fitness Courtesy Desk, and is available by cell phone at all times.
- Youth Ages **11-13** may use select facilities at the JCC (including Gymnasium, Training Studio*, Youth Lounge (grades 5 & up) without a parent or legal guardian present at the JCC.
- Youth Ages **14 and up** may use select facilities at the JCC (including Gymnasium, Training Studio*, the Youth Lounge, and the pool ONLY WHEN A LIFEGUARD IS ON DUTY) without a parent/ legal guardian present at the JCC.
- Youth Ages **15 and up** may use select facilities at the JCC (Gymnasium, Training Studio*, Youth Lounge, the JCC Fitness Center, and the pool ONLY WHEN A LIFEGUARD IS ON DUTY) without a parent/ legal guardian present at the JCC.

**Training Studio with certification – see Sports & Fitness department for details.*

Regardless of age and adult presence, Youth under 18 must be engaged in a scheduled or drop-in activity, follow conduct rules, may NOT loiter in Campus common areas, and may NOT roam the building. The JCC is NOT a drop-in childcare facility; JCC staff have the right to limit privileges or suspend youth/teens who are not adhering to the above guidelines.

Consequences for Inappropriate Behavior

If a counselor/staff is unable, through discussion with a youth/teen, to solve the problem, the counselor will bring the youth/teen to youth administration (Program Director and/or Director of Youth & Camping) where the following procedures will be implemented:

1. **First time** - Staff gives a warning, which includes a clear understanding of the concern and some alternative behaviors that should be used in the future.
2. **Second time** - Staff gives a second warning, and the individual may be asked to leave the lounge or area until meeting with the Teen Services Coordinator or Associate Camp Director to discuss the incident. Directors may communicate with parent(s) explaining the concern.
3. **Third time** - A conference with the youth/teen, parent(s), Teen Services Coordinator/Associate Camp Director, and Youth Director will be arranged to discuss a plan of action for resolution of the concern. This could include suspension from the program or facility for a period of time.

If the situation is judged by the administration as very serious, the above steps may be waived and a parent/guardian may be asked to pick up the youth/teen from the JCC and the youth will be asked not to return for a designated period of time.

- Please read and talk about this code of conduct form with your child.
- Sign this form and return to the program in order to use the youth lounge and/or other JCC areas.
- Retain a copy for your records.

Youth Name: _____ Date: _____

Youth Signature: _____ Youth Cell Phone: _____

Parent/Guardian Name: _____ Email: _____

Parent/Guardian Signature: _____ Parent Cell Phone: _____