





# Specialized Needs Recreation Code of Conduct for Programs

## Code of Conduct Guidelines

Recreation programs are designed to offer participants an opportunity to meet other people with similar interests and try out an activity in a fun, safe environment. In order to ensure an enjoyable class and recreation environment for all, and to have a standard of conduct for participation in Specialized Needs Recreation which will support this goal, we have created a Code of Conduct for all class and recreation programs. All participants in recreation programs must abide by these basic behavior standards. We encourage parents or guardians to review and discuss the behavior standards with their children who participate in our programs. All participants in our programs are held to the same standards. Your voluntary participation in our programs is your consent to follow these behavior standards and consequences. The purpose of the Code of Conduct is to insure there will be a safe and healthy environment for all Specialized Needs Recreation (SNR) activities on the premises including the SNR Center and all Communities we frequent during community outing time. Levels of violation will determine the range of responses that can be taken. Following are the levels of violation currently defined.

### Guidelines:

- Participants shall be responsible for their words and actions.
- Participants shall be respectful of others.
- Participants shall follow directions from staff members.
- Participants can bring electronic devices such as iPods, hand held computer games, MP3 players, and cell phones but SNR will be in no way responsible for them. They need to be put away unless permission is given by SNR staff.
- Participants will not be allowed to volunteer at our activities unless needed and requested in special circumstances by a staff.
- Participants are not allowed to use SNR activities as a dating place-there is absolutely no handholding, kissing or physical touch allowed.
- Every participant in the program is expected to communicate in an appropriate manner. Harsh verbal words, tone of voice, foul language, sexually inappropriate behavior, or gestures will not be tolerated.
- Every participant in the program is expected to express civil conduct. If physical contact is made with another person it must be a welcome gesture and appropriate. Horseplay, unwelcome teasing, pushing, kicking, hitting or fighting, etc. will not be tolerated and may result in suspension or expulsion from the program.

### Prohibited Behaviors:

- Endangering the health and safety of themselves, other participants, and/or staff or volunteers.
- Stealing, damaging, or failing to care for Specialized Needs Recreation, personal property or community.
- Continual disruption of the program.
- Refusal to follow the behavior guidelines.
- Inappropriate physical contact
- Using profanity or inappropriate language or displaying clothing or other personal items with offensive content
- Bullying or acts of aggression or violence.
- Possession or use of illegal substances, tobacco, or alcohol.
- Possession of weapons - any object that may cause harm to another, or place another person in fear of his/her safety, may be considered a weapon.
- If a 1:1 assistance is required to ensure the guidelines are followed parents and caregivers must provide one.

### When a participant doesn't follow the behavior guidelines, we will take the following steps:

The Program Coordinator and staff will redirect the participant to a more appropriate behavior.

- 1.) The participant will be reminded of the behavior guidelines. If the behavior persists, the Program Coordinator and staff will discuss the problem with a parent/guardian.
- 2.) The Program Coordinator and staff will document the situation. The written documents will include what the behavior problem is, what provoked the problem, and the corrective action taken.
- 3.) If the problem persists to the point where a second phone call becomes necessary, the Specialized Needs Recreation Director may find it necessary to have the participant picked up early from activity.
- 4.) Suspension and/or termination of the program may be necessary depending on the severity of the situation.

If a participant's behavior at any time threatens the immediate safety of him/her, other participants, or staff, the parent/guardian will be notified and expected to pick-up the child immediately

**Failure to comply with the Code of Conduct may result in the removal from the program and/or additional fees. There will be no refunds given for campers who are removed from the program due to violations of the Code of Conduct.**

Participant Name \_\_\_\_\_ Parent/Guardian Name \_\_\_\_\_

Signature \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_