



Members Code of Conduct

- I will keep inappropriate items at home
 - I will be respectful to other members, volunteers and guests
 - I will be respectful towards all staff
 - I will respect the building, all Club rules, including public display of affection, PDA
 - I will not use drugs, alcohol, cigarettes, tobacco products (there is no smoking on Club property)
 - I will protect Club property and other member’s property
 - I will not make racial comments or sexual harass others (including inappropriate physical contact)
 - I will not bring or use weapons at the Club: guns, knives, sling shots, etc.
 - I will follow all guidelines set by the Grenville Baker Boys & Girls Club
- **DRESS CODE:** All members are asked to wear clothing appropriate for the season and activities at the Club. All members should wear comfortable clothing, tennis shoes, sneakers; basketball shoes are required for all gym and outdoor activities. Sandals, flip-flops and other open toe shoes are not appropriate.
 - **TELEPHONE USE:** Members are not allowed to use front desk telephone except in the case of an emergency.

Cellular devices are recommended to be kept at home. Inappropriate usages (text bullying, picture taken etc.) will result in disciplinary actions.

- **ELECTRONIC DEVICES / TOYS:** Members are not allowed to bring any electronic devices (game boys, iPods, MP3 players) from home to the Club. We recommend all such devices remain at home. If a member decides to bring a cell phone, they are to have it in their personal possession at all times, either in pant’s pocket or pocketbook.
The Grenville Baker Boys & Girls Club is not liable for any devices brought to the Club from home.
- **DISCIPLINE:** The Club uses a system of written guidance reports to help children adhere to the rules. The few rules that we have will be enforced strictly to ensure the safety of our members. If a member is disruptive, disrespectful or abusive to other members or staff they will be disciplined and a guidance report will be written. The Program Director may talk to the member to determine if some form of discipline or suspension is necessary. Staff may give the member a verbal warning, give a “time out”, issue a guidance report and/or refer the member to the Program Director for more serious discipline. The parent/guardian may be notified when a guidance report is written, and must sign the report to acknowledge receipt. We depend heavily on parents/guardians to help us enforce the rules of the Club, but occasionally must suspend or expel a member based upon the seriousness of the offense, or if a member is too frequently breaking the rules. Parents must pick up their child when a third offense has occurred.
- **PARENT ACCESS TO BUILDING:** When visiting the Club, parent/guardians must let the front desk staff know they are in the building. If taking a member home, parents must understand the member needs to sign out and encourage them to do so. Parents must escort members from the building; no member will be allowed to wait outside or in the lobby area.
- **REFUNDS:** There will be *NO REFUNDS* (limited exceptions).

CODE OF CONDUCT SIGNATURES: I have received a copy of the Grenville Baker Boys & Girls Club code of conduct. I have read the code and understand and will adhere to the policies and procedures described therein.

Member’s Name & Signature

I _____ have read and fully understand and agree to abide by the policies, procedures and rules outlined in this agreement. I hereby release the Grenville Baker Boys & Girls Club, its employees, associates, volunteers and contributors from liability for any injury, loss or theft incurred by my child while participating in programming. I hereby agree to resolve all disputes consistent with Grenville Baker Boys & Girls Club policies; and hereby pledge to resolve any dispute with staff in a respectful and openly communicative manner. I understand and acknowledge that Grenville Baker Boys & Girls Club is a self-funded non-profit corporation and reserves the right to refuse service at any time.

PARENT/GUARDIAN SIGNATURE

DATE