

The Chill Zone

Rules and Code of Conduct

RESPECT is our #1 rule. Respect yourself, others, staff property and equipment at all times

Additional Rules

- Listen and Hear
- Use appropriate language
- Be responsible for your own actions and all belongings
- Stay in program areas rooms ONLY. Rooms 103-105 and the Gymnasium, unless otherwise noted.
- Come with a positive Attitude
- Come dressed to safely be active, Your attire must be APPROPRIATE

There is a Zero Tolerance Policy for:

1. Substance Abuse
2. Possession of Weapons
3. Gambling
4. Vandalism
5. Violence
6. Theft
7. Bullying
8. Harassment
9. Vulgar or disrespectful language/gestures
10. Disrespect of staff or other youth
11. Loitering outside of the building and on neighborhood property
12. Smoking

In the event that a Youth violates the Zero Tolerance Policy, immediate removal is required and parents/guardians will be notified.

Discipline Plan

Please note: Any virtual communications (i.e facebook posts, emails, etc.) with or about The Chill Zone and it's staff members follow the same rules and regulations as if the participant were physically in Chill Zone. Therefore, the below discipline plan would be enforced for any inappropriate behavior in virtual forums.

First incident

A verbal warning and parents will be notified.

Second incident

A written warning will be documented and parents will be notified. Participant will be asked to leave for the remainder of that day. Participant and parents will also be reminded that the next incident is the last and final incident.

Third and Final Incident

Parents/guardians will be notified and the youth will be asked to leave the program and building. Youth are not able to return until Program Supervisor and Parents meet to discuss a behavior plan and course of action. ***SAFETY is our number one PRIORITY.***

Participant's Name

Grade

Chill Zone participant, please initial the following:

- ☐ I understand the Waltham Recreation Department's Chill Zone Code of Conduct and Zero Tolerance Policy and the consequences of not abiding by it.
- ☐ I will show respect for the City of Waltham property, all destruction will be considered vandalism
- ☐ I will respect all Recreation Department staff, volunteers, and members at all times.
- ☐ I have received and reviewed a copy of the Chill Zone Handbook. I have read these rules and procedures and I understand the expectations.

Parent/Guardian, Please initial the following:

- ☐ I understand that PG13 movies are shown at the Chill Zone
- ☐ I give permission for photographs of my child to be used by Waltham Recreation for marketing purposes
- ☐ I give permission for photographs of my child to be used by community partners of the Chill Zone, mainly Bentley and Brandeis University, for marketing purposes
- ☐ I give permission for video of my child to be used by WCAC for programming related to the Chill Zone
- ☐ I hereby give permission for my child to be transported by the Recreation Department via either a Recreation van or school bus in case of a Chill Zone field trip.
- ☐ I understand that the Chill Zone staff will assume full responsibility for my child from the time he/she arrives at the program until my child leaves the program according to the dismissal instructions.
- ☐ I hereby give permission for my child to be dismissed from The Chill Zone in the following manner(s).
 - ☐ Parent Pick up
 - ☐ Unsupervised walk
 - ☐ Pick up _____
 - ☐ Other _____

Participant's Signature

Date

Parent/Guardian Signature

Date