



Joseph H. Firth Youth Center General Program and Building Policies

- **Evening Programs** (i.e. dances, jiu jitsu, wrestling practices, drop-in)
 - All youth must have a complete and valid “Membership Form” for the current year (renews in September annually). All components must be completed, including the Waiver and Consent to Participate signature/initialing sections. If not complete to the satisfaction of FYC Staff, the form is invalid and a new one must be completed prior to program participation. A photo of each youth is taken for internal use only.
 - All youth must sign-in at the front desk with a staff person upon arrival. If a youth “rolls over” from one program to another, they must be signed into each program separately.
 - Parents/Guardians and/or non-enrolled siblings are not permitted to attend, stay at, observe, or participate in youth programs. Exceptions may be made for FYC-authorized volunteers with a completed Volunteer Interest Form, Child Abuse Record Information (CARI) Clearance, and prior approval by the Executive Director.
 - Any FYC-authorized volunteer aiding in oversight of a program may be permitted to stay and/or have a non-participating child in their care. However, the adult and child are required to stay within close proximity to the program (i.e. Jiu Jitsu Volunteer Assistant stays within the Wrestling Room). They are not allowed to go in any other area of the building that is not connected to the program they are assisting with. The Locker Rooms can be used for lavatory facilities for programs in the Wrestling Room or Gymnasium. The Hallway Bathrooms can be used for programs held in the Multipurpose Room or Classrooms.
 - If participants need assistance with tying wrestling shoes or sport-specific gear, staff can make reasonable accommodations in a front classroom or near the foyer entrance.
 - The FYC Code of Conduct must be followed at all times by all participants, volunteers, coaches, officials, parents/guardians, spectators, and all other visitors of the FYC. Guests will be asked to leave if in violation of the Code of Conduct or if Staff feel behavior is inappropriate, unsafe, or incongruent with FYC practices. Staff are required to call 9-1-1 for Police assistance for incidences of physical violence, extreme verbal disputes, or when they deem it is appropriate to maintain a safe operation.

- **Sports Competitions** (i.e. Basketball games and Wrestling matches)
 - All youth must have a complete and valid “Membership Form” for the current year (renews in September annually). All components must be completed, including the Waiver and Consent to Participate signature/initialing sections. If not complete to the satisfaction of FYC Staff, the form is invalid and a new one must be completed prior to program participation. A photo of each youth is taken for internal use only. “Visiting Teams” may be an exception to this rule depending on the Certificate of Insurance presented with the Use of Facility Form.
 - Guests under 18 years old are not permitted to attend competitions without a parent/guardian present. All youth must stay with their parent/guardian throughout the competition.
 - Bouncing basketballs around the court during games is prohibited. This is a distraction to the players and officials. Bouncing basketballs throughout the building is prohibited, as property can be damaged. Staff may ask to hold basketballs until youth leave.

- For Basketball games, bleacher sections behind the team bench will be roped off and clear signage posted to designate the “Home” and “Away” side. No spectators shall sit behind the teams on the bleachers. “Home” and “Away” Spectator bleacher sections will be designated for both sides of the Court. Spectators must sit on their respective side.
 - Spectators must remain in a seat during the competition. Standing along the edge of the court or in the corners of the gym is prohibited. Playing on the court during timeouts, halftime, or between games is prohibited. Sitting along the edge of the mat is prohibited, with the exception of the team’s cheerleaders, if approved in the Use of Facility Form.
 - The FYC Code of Conduct must be followed at all times by all participants, volunteers, coaches, officials, parents/guardians, spectators, and all other visitors of the FYC. Guests will be asked to leave if in violation of the Code of Conduct or if Staff feel behavior is inappropriate, unsafe, or incongruent with FYC practices. Staff are required to call 9-1-1 for Police assistance for incidences of physical violence, extreme verbal disputes, or when they deem it is appropriate to maintain a safe operation.
 - The FYC appreciates the respectful treatment of their property. This includes bleachers being cleaned at the end of each competition by the teams that were using them.
- **General Building Policies in Effect Regardless of Program**
 - By law, all employees of the FYC are considered “Mandated Reporters” and required to report suspected child abuse and/or neglect to 1-800-NJ-ABUSE. Internal Procedural Training and State of NJ Mandatory Trainings are required annually.
 - The FYC is a drug-free property. Any guest suspected of being under the influence of any substance will be asked to leave the property immediately. Failure to comply will result in Police involvement and a possible ban from the FYC.
 - The building must remain locked at all times. Guests are not permitted to open a door or prop a door open for others to gain access. Emergency doors are to remain closed at all times. Use of Emergency Exits is only permitted during emergencies.
 - Guests who leave the building during a program are not permitted to reenter.
 - Programs are designated to a certain part of the building. Guests and participants are required to stay within that area throughout the duration of the program. Wandering of the building is prohibited.
 - The FYC Code of Conduct must be followed at all times by all participants, volunteers, coaches, officials, parents/guardians, spectators, and all other visitors of the FYC. Guests will be asked to leave if in violation of the Code of Conduct or if Staff feel behavior is inappropriate, unsafe, or incongruent with FYC practices. Staff are required to call 9-1-1 for Police assistance for incidences of physical violence, extreme verbal disputes, or when they deem it is appropriate to maintain a safe operation.
 - No food in the gymnasium.
 - Locker Rooms are to remain locked (unless staff are advised otherwise).
 - The FYC is not responsible for lost or stolen items.
 - Special events may have additional or modified policies at the discretion of the FYC Board of Directors and/or Leadership Team.

**FYC Board of Directors and Leadership Team reserves the right to modify, add, or remove policies.*