

Kent County Community Center

After School Drop-In Recreation Center

December 20, 2018

Dear Parent/Guardian:

Welcome to the 2018-2019 school year. We are looking forward to providing your child(ren) a safe and friendly environment at the Kent County Community Center after school as an alternative to going home or participating in extracurricular activities. In order for this to happen, it is vital that parents/guardians, as well as the youth are aware of the expectations that are required by the staff of Kent County Parks and Recreation at the Kent County Community Center.

Enclosed you will find information that will give you and your child a clear understanding of the rules and guidelines that are to be followed for youth to be permitted use the Kent County Community Center during High School/Middle School Drop-In Recreation Center. The Community Center provides a safe and welcoming environment for High School/Middle School age youth Monday through Thursday (on full days of school) from October – May from 3pm - 5pm. The gymnasium is open to High School/Middle School age youth to actively engage in various activities such as basketball, volleyball, dodgeball, etc. A computer lab, which is under the authority of the Kent County Public Library, offers a quiet atmosphere to complete homework assignments, as well as work on school research papers and projects with the option to print for only \$0.25/page (black and white copies only). Youth may also enjoy table games in the lobby which include air hockey, foosball and ping pong. The center also offers a lateral climbing wall.

Transportation for middle school age youth will be provided to the Kent county Community Center through a partnership between Kent County Parks and Recreation and the Kent County Detention Center. Please see the accompanying flyer for details of the schedule. **Transportation will not be provided when Kent County Public Schools are closed or close early.**

In an effort to maintain an open communication between parents, youth and staff, parents/guardians must review the information included in this packet with their child, sign on the pages where indicated and return the form to staff at the Community Center.

The signed form must be on file before youth are permitted to visit the Community Center after school. *Registration can be made online through ActiveNet by visiting KentParksAndRec.org and clicking on "Online Registration". You will be required to create an online account before registering for a program. You may also register in person at the Community Center or by mail (with payment enclosed and all required registration forms).

We look forward to your child's participation and attendance at the After School Drop-In Recreation Center. If you have any questions regarding High School/Middle School Drop-In Recreation Center, the Community Center or Parks and Recreation in general, please feel free to contact Jill Coleman, Recreation Supervisor, at 410-810-5948 or jcoleman@kentgov.org.

Sincerely,

Myra S. Butler

Myra S. Butler, CPRP, PSO
Director

*** Important Online Registration Information:**

If registering online, the additional forms (Rules and Code of Conduct) must be submitted to finalize registration.

Kent County Community Center

After School Drop-In Recreation Center Rules for the Ride

- ◆ FAC must be presented to board van after first day of attendance (must purchase at KCCC first day).
- ◆ Driver is in charge at all times.
- ◆ Seat belt must be properly buckled entire ride.
- ◆ Must remain seated at all times with feet on the floor.
- ◆ No eating or drinking.
- ◆ Music ONLY with ear phones.
- ◆ Foul or abusive language not permitted.
- ◆ Keep hands, feet, objects and negative comments to oneself.
- ◆ Be courteous to other riders.
- ◆ Pick up and drop off at home-community location selected on registration form only.
- ◆ Harmful objects prohibited (drugs, alcohol, tobacco, weapons, etc.).
- ◆ This list is not inclusive of all rules that may apply.

Youth First and Last Name

Youth Signature Date

Parent/Guardian Name

Parent/Guardian Signature Date

Kent County Community Center

After School Drop-In Recreation Center Rules

1. Use of the Kent County Community Center is a privilege and each participant is expected to abide by the established rules of conduct. Respect yourself, respect others, respect the equipment, respect the facility and respect the staff.
2. Shirts and shoes must be worn at all times! Any clothing displaying suggestive or offensive material, or any other inappropriate material will not be permitted in the Center. Hats, hoods, and sunglasses must be removed immediately upon entry to the building.
3. School age youth are not permitted in the center before 2:30 pm on days when school is in session a full day unless the student is a registered home school student and is supervised by a parent or other responsible adult.
4. Food and drinks are only permitted in the lobby and halls of the Center. No food, gum or drinks (other than water) are permitted in the gymnasium unless by special permit (i.e. exclusive use rental).
5. Sexually explicit behavior including, but not limited to, groping, dancing, making out, and sitting in one's lap is not acceptable and will lead to revoking of privileges at the Community Center.
6. Music may only be played through use of earphones. Loud, boisterous, disrespectful verbal or physical behavior is inappropriate and will not be tolerated. Participants are expected to respect and follow the directions of Center staff. Cursing and foul language will not be tolerated at any time. Youth who do not adhere to this expectation will be subject to being banned from the Community Center.
7. Open/drop-in activities are only to occur during the designated times. The Community Center staff reserves the right to alter the gym schedule as needed.
8. Youth are responsible for keeping track of personal belongings. Staff will not be responsible for tracking lost or stolen personal belongings. If you are missing something, please check with staff at the front desk to see if it has been placed in the lost and found.
9. This list is not inclusive of all policies. Kent County Parks and Recreation staff reserve the right to amend the rules at any time as they deem necessary.
10. There will only be seven (7) youth permitted in the Computer Room at any given time. NO food or drinks are permitted in the Computer Room

I have read the After School Drop-In Recreation Center rules. I understand that I/my child must follow these rules or I/my child will jeopardize the privilege to use the Community Center as a Drop-In Recreation Center.

Youth First and Last Name

Youth Signature

Date

Parent/Guardian Name

Parent/Guardian Signature

Date

Kent County Community Center

After School Drop-In Recreation Center Code of Conduct

This form, completed in its entirety, must be returned no later than your child's second visit to the KCCC for the current school year or your child will not be permitted entry until it is received.

As a member of the community and a High School/Middle School aged youth, I enjoy and appreciate the privilege of using the Kent County Community Center as a Drop-In Recreation Center. I will help take care of the Kent County Community Center facility by following and enforcing the following:

~Youth and Parent/Guardian must initial after each section~

I will respect all rules of the Kent County Community Center. *This includes, but is not limited to: NO food or drinks in the gym; NO foul or disrespectful language; shoes and shirts must be worn at all times; NO person shall intimidate or threaten another individual, following directions from staff and respecting staff, etc.*

Youth Initials: _____

Parent/Guardian Initials: _____

I will respect the Kent County Community Center facilities and equipment. *I will not sit on tables or other furniture that is not designed for seating; I will not eat or drink in the Computer Room; I will do my part to make the Community Center a fun and clean place to be for years to come by taking care of the equipment and facilities as if they were my own; I will not dunk on basketball rims that are not designed for dunking; I will take responsibility for my actions, and ensure that others do the same.*

Youth Initials: _____

Parent/Guardian Initials: _____

I will respect the Kent County Community Center Staff and all other users of the facility. *I will show all others the same respect that I expect in return. This center provides a great recreational resource not only for High/Middle School age youth, but to the general public as well.*

Youth Initials: _____

Parent/Guardian Initials: _____

I understand that by signing below, I agree to follow the Code of Conduct for the Kent County Community Drop-In Recreation Center. I also understand that my use of the Kent County Community Center is a privilege, and that failure to follow this Code of Conduct will result in the loss of my privileges during After School Drop-In Recreation time.

Youth Name (please print clearly)

Access Card Number

Youth Signature

Date

Parent Name (please print clearly)

Parent/Guardian Signature

Date

Address

Parent/Guardian Telephone Number

Mailing Address (if different from physical address)

This form, completed in its entirety, must be returned NO LATER THAN your child's second visit to the KCCC for the current school year or your child will not be permitted entry until it is received.

Date Issued to Youth / Staff Initials

Date Returned / Staff Initials