

Horden Youth & Community Centre

Code of Conduct

1. Smoking, alcohol or illegal drugs will NOT be allowed in the Community Centre.
2. No abusive, threatening, obscene language or physical abuse will be tolerated.
3. No firearms or weapons of any kind (including concealed) will be allowed in the building, other than those carried by authorized law enforcement personnel.
4. If an accident, injury or robbery occurs, report it to staff immediately and call 999. A written report should be filed within 24 hours to the Centre Manager, who will notify the HYCC Management Committee.
5. Use of public access computers and/or internet so as to: cause harm to others or violate the law; encourage others to violate the law; or to view, transmit or download sexually explicit pornographic materials or child pornography, is strictly prohibited.
6. Items for public display (e.g. brochures, flyers, and other materials) will be approved by Centre Management. Generally, requests for political and religious materials to be displayed will be denied.
7. Mobile phones, video and other recording equipment are prohibited within the main hall and nursery premises.
8. Minors under the aged of six must be closely attended by an adult.
9. Animals are not permitted inside the building, except for service animals. Staff may ask if it is a service animal and what it is trained to do.
10. Patrons creating a disturbance by: engaging in disruptive conversation above normal conversational noise levels; deliberately making excessive noise; shouting or talking in a disturbing fashion; or gratuitously using profanity or engaging in other disruptive conduct that constitutes a nuisance to other individuals will be asked to leave.
11. Patrons of the Community Centre are required to wear appropriate attire and have clean personal hygiene. Exhibiting bodily hygiene that is so offensive as to constitute a nuisance or health hazard to other individuals in the Centre will be asked to leave.
12. If patrons are exposed to bodily fluid, such as blood, saliva, vomit, etc. please notify HYCC staff to clean the area.
13. Patrons are to stay out of both kitchen areas unless prior consent has been given by HYCC Staff.
14. Follow all food handling guidelines when working with food.
15. The telephone is a business phone. Patrons wishing to use it for personal reasons are restricted to local calls only for a maximum of three minutes. All other calls must be approved by the Centre Management.
16. Organisations or individuals may not use the Centre as a mailing address, telephone contact, or for storage, without approval of the HYCC Management.

Any person violating these rules of conduct, constituting a public nuisance, or otherwise misusing the facility, can and will be asked to leave by any HYCC staff member. If the person does not leave, the HYCC staff will call 999 to have the person removed. These persons may be banned from future use of the facility, either temporarily or permanently, depending on the nature of the incident.