

# “the Rec” After School Program

## Code of Conduct

Please take the time to read this code of conduct carefully and then review it with your child(ren) that will be attending the program. Through self-discipline, it is expected that attending students will maintain a high level of appropriate conduct within the program and our community. “the Rec” After School Program is provided by the city to the Gulf Breeze community for our middle school students to have a place to go at no cost after school. Thank you in advance for your continued support of “the Rec” After School Program.

The following Code of Conduct contains a listing of infractions but is not intended to be all-inclusive since no list of behavior can be. It is also intended that the Director of Parks and Recreation along with the Recreation Coordinator have the power to administer discipline for any other offense which is in violation of what is deemed acceptable standards of conduct for attending students. The code of conduct will be applied equitably without regard to race, religion, color, origin, gender, physical or sensory disability or any other distinguishing characteristic. The Gulf Breeze Recreation department acts “in loco parentis”, that is, in the place of the parent, with respect to supervision of the student and their conduct during after school hours until 5:30pm and extending to functions held on Gulf Breeze City grounds and applies to any activity that negatively impacts the community or those in it. Gulf Breeze Parks & Recreation has the right to report misconduct to any recreational program within the Recreation Center including Gulf Breeze Sports Association. Misconduct may result in a ban from all programs held at the Gulf Breeze Community Center.

Each student that attends “the Rec” After School Program is expected to demonstrate:

- Responsibility for their actions
- Responsibility for their words
- Responsibility for their belongings
- Responsibility for any language or photos they are associated with on a device or social media

### **Program Hours**

“the Rec” program follows the Santa Rosa County School district schedule. On the days school is held (Monday-Friday), the After School Program will be available to students. The hours of the program are from 1:30pm – 5:30pm. All students must check in using the Kid Check app and the parent/guardian phone number.

**Check-in Policy:** Students must use their parent/guardian phone number to check in at the kiosk. Once a student is checked in, they are not allowed to leave the building unless supervised. In order for a student to participate in “the Rec” ASP, the parent/guardian must have an active Kid Check account with the student registered. Upon first Check in through Kid Check, the parent/guardian AND student agrees to this Code of Conduct by default. A student who wants to participate but is not registered in Kid Check will be allowed one initial time but then must have an active Kid Check account in order to return to “the Rec” ASP.

**Check-out Policy:** Students must have WRITTEN or in person parent confirmation that they are allowed to check-out or the parent/guardian will send the QR code to the student for check out. Written confirmation can be in the form of an email or text message. Email must be sent to [jmueller@gulfbreezefl.gov](mailto:jmueller@gulfbreezefl.gov) or the text can be sent to the student but must include student name, time of check out and parent name. At any time, a parent can come in person to check out the student. Students check out using the parent/guardian phone number at the Kid Check kiosk with an ASP Counselor after the counselor verifies the written permission to check out. All students must be checked-out with a dedicated place to go at 5:30pm, no exceptions. Kid Check automatically checks out all students out of the program at 5:30pm at which time, “the Rec” releases “in loco parentis”. Students are not permitted to leave the program at their own discretion. If a student does not have confirmation to leave by 5:30pm a parent/guardian will be contacted and must immediately pick up the student from the community center.

### **Destruction of Property**

The unlawful and/or malicious destruction, damage, or defacement of property owned by another person or entity is strictly prohibited at “the Rec”. A student that damages another’s property without consent of the owner while at “the Rec” will face disciplinary action according to the program policy and if above \$1,000 in damage, proper authorities will be contacted to file a report. Severity of disciplinary action of property damage will be subject to the Director and/or Coordinator’s discretion within the program’s disciplinary policy.

### **Drug and Alcohol Policy**

A student smoking any substance, using smokeless tobacco, electronic cigarettes or any vaporization instrument, in possession of tobacco and/or nicotine products, distributing or selling of tobacco and/or nicotine products, in possession or distributing any substance with intent to harm or inebriate on Gulf Breeze city grounds, will be subject to indefinite suspension by “The Rec” program. Gulf Breeze Parks and Recreation is a tobacco, alcohol and substance free facility and grounds. The Gulf Breeze Recreation Department reserves the right to search a backpack to determine if a student has brought in any drugs or alcohol to the facility. The Gulf Breeze Recreation Department also reserves the right to notify proper law enforcement if it is assumed or under suspicion that a student is hiding drugs or alcohol or paraphernalia on their person. Per Florida law (SB 1080), it is unlawful for anyone under the age of 21 to be in possession of tobacco and alcohol products therefore, if a student is in violation, the Director of Recreation or the Recreation Coordinator will notify the appropriate law enforcement agency which will make a determination whether or not to issue a civil citation for each offense.

### **Fighting and/or Physical Violence**

A student involved in any physical altercation with another student will be considered for disciplinary action by the ASP Coordinator. Fighting and/or Physical Violence of any kind during “the Rec” program is strictly prohibited. If a student is found instigating or participating in fighting or in any form of physical violence towards another student or staff member, the student will be suspended from the program by the ASP Coordinator per the program disciplinary policy.

### **Harassment, Intimidation, Bullying**

“the Rec” After School Program prohibits the acts of harassment, intimidation, and/or bullying of any kind of another student, staff member, volunteer, parent or visitor. “The Rec” is a safe place

for Gulf Breeze middle school students to go after school and any harassment, intimidation, bullying or disruptive/violent behavior towards others that creates an unsafe environment will not be tolerated. In reflection, the staff, counselors and volunteers will be expected to lead by example and demonstrate appropriate behavior treating all others, including the students, with respect by holding those who are disrespectful accountable for their actions.

### **Outside Food & Drink**

A student can bring their own food and/or drink into “the Rec” and eat it while they are checked in. Door Dash, Uber Eats, etc.... or any food that is delivered or dropped off (including by parents) is prohibited while the student is checked in to “the Rec” program. If food is delivered in any way the food will be held in the kitchen until the student is checked out.

During the program, the concession stand will be open at designated times for students to purchase snacks and drinks.

### **Profanity, Racial Slurs and Obscene language**

The use of any language that is offensive, abusive and/or socially unacceptable is prohibited in “The Rec” program. Use of such language will be terms for disciplinary action based on the After School Program’s disciplinary policy and/or per the Recreation Coordinator’s discretion.

### **Sexual Misconduct**

Subjecting an individual to lewd sexual gestures, sexual activity, sexual language or exposing private body parts in a lewd manner is strictly prohibited. Sexual Misconduct includes but is not limited to physical PDA, verbal, visual misconduct and/or anything of a sexual nature shown, posted or recorded on a mobile device. Any student presenting behavior of any form of sexual misconduct will be subject to indefinite suspension from “the Rec” ASP and/or disciplinary action determined by the Program Coordinator or the Director of Recreation.

### **Theft**

The unlawful act of theft or concealment of property owned by another person or entity is strictly prohibited at “the Rec”. If a student steals another’s property without consent of the owner while at “the Rec” will face disciplinary action according to the program policy. Severity of disciplinary action of property theft or concealment will be subject to the Director and/or Coordinator’s discretion within the program’s disciplinary policy.

### **Weapons and Firearms**

“the Rec” After School Program prohibits possession or concealment of any weapons or firearms. “The Rec” is a safe place for Gulf Breeze middle school students to go after school and any item under the category of weapons and firearms brought to the facility that creates an unsafe environment will not be tolerated. Any student who is found in possession of such weapon or firearm per Florida law, or using an object as a weapon with intent to create harm will be immediately suspended from the program indefinitely by the Program Coordinator and/or the Recreation Director. In accordance with Florida Law, The Florida Statutes Section 790.001(13) states that “Weapon” means any knife, dirk, slingshot, metallic knuckles, billie, tear gas gun, chemical weapons or devices, or other deadly weapons except a firearm, pocket knife, plastic knife, or blunt-blade table knife. And Florida law considers any weapon dangerous which can cause death or severe physical injury. Section 790.22 Use of BB guns, air or gas-operated guns,

or electric weapons or devices by minor under 16; limitation; possession of firearms by minor under 18 prohibited.

**Unsafe or Socially Unacceptable Behavior** that is presented or demonstrated by a student at “the Rec” program that is not listed above, such as but not limited to: disrespect toward another, activity disruption, leaving the program without parent/guardian permission, running in the building, horseplay, inappropriate attire, etc.... will be addressed and properly handled by the staff, program counselors and/or the Program Coordinator. The student will be disciplined according to the program disciplinary policy and/or according to the discretion of the Program Coordinator.

### **“the Rec” After School Disciplinary Policy**

Code of conduct violations will be addressed consistently and fairly and disciplinary action applied equitably without regard to race, religion, color, origin, gender, physical or sensory disability or any other distinguishing characteristic. The Program Coordinator has the authority to adjust disciplinary actions pertaining to inappropriate and/or prohibited behavior based on the facts of the situation and the severity of the incident. To keep consistency with vocabulary of the GB Middle School, “the Rec” will use the term Referral in response to prohibited behavior.

- Referral #1 A warning will be given, the student will be talked to by a program counselor or the Program Director. The student will be reminded of the program Code of Conduct. The incident will be documented and kept on file.
- Referral #2 The student will be separated from the other students until the Parent/Guardian can be contacted. The student must be picked up by a parent/guardian, they cannot leave without supervision. The student will be suspended from the program for 2 weeks (14 days) beginning the next day following the incident. If the 15<sup>th</sup> day falls on a Saturday or Sunday, the student can return the Monday that follows the weekend. The incident will be documented and kept on file. If on suspension during the last month of the school year, student will not be allowed to attend the End of Year party.
- Referral #3 The student will be separated from the other students until the Parent/Guardian can be contacted. The student must be picked up by a parent/guardian, they cannot leave without supervision. The student will be suspended from “the Rec” program until the following school year begins or indefinitely if the student is currently in 8<sup>th</sup> grade. The incident will be documented and kept on file. Student will be ineligible to attend the End of Year party at “the Rec”.

\*At the end of each school year, the student’s referrals will reset (unless they are in 8<sup>th</sup> grade). At the start of the new school year, each student starts fresh at “the Rec”. At first check in on KidCheck for the new school year, the student and the parent/guardian agree to the Code of Conduct attached to the Kid Check account.

# “the Rec” After School Release of Liability

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**IMPORTANT: READ RELEASE BEFORE REGISTERING**

## **MEDICAL RELEASE**

In consideration of my child (hereinafter “child”) being permitted to participate in “***The Rec After School***” program sponsored by the City of Gulf Breeze, Florida, I, in my individual capacity as natural or legal guardian of the above named child, hereby waive, release and discharge any and all claims for death, personal injury, illness or property damage which may result from my child’s participation in this after school program even though that liability may arise out of negligence or carelessness on the part of employees, agents, or representatives of the City of Gulf Breeze.

I understand that some of the activities related to this after school program include physical contact, physical exertion and outdoor activities with exposure to seasonal heat and cold. I further understand that in connection with such after school activities accidents may occur resulting in sickness, injury or death to my child. I acknowledge that my child is emotionally, mentally and physically able to participate in such after school activities. Knowing the risks of my child’s participation in after school activities, nevertheless, I hereby agree to assume those risks and to release and hold harmless the City of Gulf Breeze, Florida, and all those persons and entities mentioned above whom, through their negligence or carelessness or any other reason, might be liable for damages.

I further understand and agree that this waiver, release and assumption of risk are to be binding on my heirs, assigns and representatives and upon all heirs, assigns, and representatives of my child. I further state that I have carefully read this Release, Know and Understand the contents of this Release, and have agreed to this Release freely and voluntarily.

When executed by a legal guardian, the term “child” shall be construed to be “We” or “Our” respectively.

Having carefully read the above Release, I give my child permission to participate in “***the Rec After School***” program sponsored by the City of Gulf Breeze.

The patient and others do hereby consent to any and all surgical treatments including anesthesia and operations, which may be deemed advisable by his or her physician and surgeons. The intention hereof being to grant authority to administer and to perform all and singularly and patient’s care be deemed advisable or necessary. I understand that all charges will be my responsibility.

## **Standard Photo and Video Release Form for Minor Children**

I hereby authorize The City of Gulf Breeze to publish the photographs and videos taken of me and/or my minor children, and our names, for use in “***the Rec After School***” program’s printed publications, website, Instagram, Twitter, and Facebook accounts.

I release The City of Gulf Breeze from any expectation of confidentiality for my minor children and myself and attest that I am the parent or legal guardian of the children and that I have the authority to authorize The City of Gulf Breeze to use their photographs, videos and names.

I acknowledge that since participation in publications and websites produced by “***the Rec After School***” program is voluntary, neither the minor children nor I will receive financial compensation.

I further agree that participation in any publication and website produced by The City of Gulf Breeze confers no rights of ownership whatsoever. I release The City of Gulf Breeze, its contractors and its employees from liability for any claims by me or any third party in connection with my participation or the participation of my minor children

**I understand that by registering with KidCheck, it is in witness of my consent and agreement to the matters stated in this document.**