



-Creating a community that raises strong, kind, confident kids-

OBGC MEMBER CODE OF CONDUCT:

The mission of the Oneonta Boys & Girls Club (OBGC) is to create a community that raises strong, kind, confident kids. The OBGC strives to provide a positive and safe environment for all members. The OBGC has established the following Code of Conduct to help fulfill our mission and to protect members' safety and well-being. Each and every OBGC member is responsible for his/her actions. As a member of the OBGC, you are required to follow the Code of Conduct:

OBGC "DO" RULES:

- **DO** behave respectfully to OBGC members, staff, volunteers, and visitors.
- **DO** Use kind and respectful words. Say only good things about other people.
- **DO** behave with fairness, kindness, and trustworthiness, valuing all cultures and individual differences equally.
- **DO** Play fairly and be honest.
- **DO** Respect and abide by the OBGC dress code (see below for guidelines).
- **DO** Resolve disagreements in a positive way.
- **DO** Be responsible for your own items.
- **DO** Take responsibility for your choices and the results from making those choices.
- **DO** Keep your hands and feet to yourself.
- **DO** Avoid using improper language.
- **DO** Wear sneakers only for gym and fitness areas.
- **DO** Help keep your club clean.
- **DO** Keep your personal toys and belongings at home.
- **DO** Walk indoors in all areas except for the gyms.

OBGC “DO” RULES:

- **DO** Enjoy food and drinks (apart from water) only while in the club Snack Bar. Only water is allowed in the gyms.
- **DO** Ask questions if you are unsure about club rules.
- **DO** Stay inside the club at all times until you are ready to leave for the day.
- **DO** Turn around and walk away from any potential or existing negative, abusive, harmful or otherwise bad situation involving either an individual or a group of people. This will help keep you safe and avoid potential disciplinary action.
- **DO** Say something immediately to OBGC staff if you see anything that looks, feels or sounds illegal or dangerous to you or others.
- **DO** use your personal devices(phone, tablet, etc.) in the Homework Room or Office only, solely to do homework.
- **DO HAVE FUN!!**

OBGC “DO NOT” RULES:

- **DO NOT** Disobey or disrespect OBGC staff directives or requests.
- **DO NOT** Use profanity/inappropriate language or gestures.
- **DO NOT** Use or possess drugs, alcohol, tobacco, vape or any related paraphernalia, or weapons of any kind.
- **DO NOT** be with or in the area close to any individual or group if people are using or possessing drugs, alcohol, tobacco, vapes or any related paraphernalia, or weapons of any kind.
- **DO NOT** Engage in physical violence or retaliation.
- **DO NOT** Bully anyone at any time.
- **DO NOT** Steal from anyone at the club or steal from the club itself.
- **DO NOT** Vandalize the club, club property, or anyone’s property.
- **DO NOT** “Hang out” in locker rooms, restrooms or closed program areas.
- **DO NOT** Play Hide and Seek.
- **DO NOT** Run in the hallways.
- **DO NOT** “Gang up” on anyone at any time.
- **DO NOT** Engage in any harassment at any time.
- **DO NOT** Engage in trading “Collectible Cards or Collectibles” of any kind in the club
- **DO NOT** use your personal devices(phone, tablet, etc.) in gyms, the Snack Bar, locker rooms, restrooms, the dance room, archery areas, hallways, or workout rooms.

- **DO NOT** put yourself in any situation with any person or group of people who are violating any Code of Conduct rules. If you witness a violation of the Code of Conduct rules, turn around and walk away and immediately notify OBGC staff of what you saw or heard. Failing to notify OBGC staff after deciding to put yourself in any situation with any person or group of people who are violating any Code of Conduct rules makes you complicit in the violation(s) and will result in you being suspended along with any person or group of people involved in the violation.

DRESS CODE

DO NOT WEAR:

- ❖ See-through or mesh clothing, unless worn over other apparel.
- ❖ Tight or revealing clothing including anything that exposes the midriff.
- ❖ Any clothing, jewelry, accessories, emblems, badges, symbols, signs or other items that display or suggest drugs, alcohol, tobacco, weapons, sex, vulgar wording/graphics, or may tend to provoke violence or disruption.
- ❖ Sexually explicit clothing, swimwear, halter tops, crop tops or tank tops.
- ❖ Pants not worn at the waist (exposed undergarments).
- ❖ Open toe shoes, flip flops, Slides, Crocs or sandals, or go barefoot.
- ❖ Any clothing, jewelry, accessories, emblems, badges, colors symbols, signs, paraphernalia, or other items which evidence membership in or are associated with a gang.

DISCIPLINE POLICY:

Members are required to follow the Code of Conduct. Any member who violates the Code of Conduct will, at minimum be sent home that day. An OBGC staff member will complete an incident report and contact the child's parent(s)/guardian(s) to discuss the violation/suspension and notify them the member must be picked up immediately. The length of a suspension may vary depending on the seriousness of the violation and the member's previous history of conduct. Law enforcement may be contacted in severe cases.

MISCELLANEOUS:

- ❖ **NO RE-ENTRY:** A member who exits the club may not re-enter the club that day unless accompanied by a parent(s)/guardian(s) or parent(s)/guardian(s) notifies OBGC staff that said member has permission to leave and return to the club.
- ❖ A member may not attend the club on any day when he/she is absent from school for any reason, including but not limited to truancy and suspension.
- ❖ A member who is sick or feels sick, should not attend the club.
- ❖ A member's parent(s)/guardian(s) will be required to pay for any damages the member causes to club property.



Technology Policy

The Oneonta Boys & Girls Club (OBGC) has adopted this Technology Policy to carry out its mission and maintain a safe and secure environment for OBGC members, staff, volunteers and others. As a member of the OBGC, you are required to follow the Technology Policy:

- Members are permitted to use their personal devices (phone, tablet, etc.) during OBGC time in the Homework Room and the Office to do homework only.
- Parent/Guardian - Member Communication: Any communication between a member and his/her parent(s)/guardian(s) will be via OBGC Office phone: 607.432.1133.
- Loss and Damage: Members are responsible for their personal device at all times. OBGC Staff are not responsible for the security and condition of the member's personal device or the member's school provided device. Furthermore, the OBGC shall not be liable for the loss, damage, misuse, theft of any personal device or school-provided device brought to OBGC.
- Unacceptable devices under this policy include, but are not limited to, gaming devices or consoles, laser pointers, modems or routers, and televisions.
- Members are expected to act responsibly and thoughtfully when using technology resources. Members who are unsure whether a particular use of technology resources is permitted under this Technology Policy are responsible for asking OBGC staff prior to engaging in the use.
- Any inappropriate use of a personal device or school-provided device, as determined by OBGC staff, may lead to disciplinary action including, but not limited to, confiscation of the device, suspension from OBGC, termination of membership, or other disciplinary action as determined to be appropriate under OBGC's existing disciplinary policies including, if applicable, possible referral to local law enforcement. Inappropriate communication includes, but is not limited to, the following: obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language or images typed, posted, or spoken by members; information that could cause damage to an individual or to the OBGC community or create the danger of disruption of the OBGC environment; personal attacks, including prejudicial or discriminatory attacks; harassment (persistently acting in a manner that distresses or annoys another person) or stalking of others; knowingly or recklessly posting false or defamatory information about a person or organization; and communication that promotes the destruction of property, including the acquisition or creation of weapons or other destructive devices.

Technology Policy (con;t)

- If a member is told to stop sending communications, that member must cease the activity immediately.
- Members may not use any technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy their peers or others in their community. This bullying behavior done using emerging technologies and devices is cyber-bullying. Examples of cyber-bullying include: mean text messages or emails, rumors sent by email or posted on social networking sites, and embarrassing pictures, videos, websites, or fake profiles. Any cyber-bullying that OBGC determines to disrupts the safety and/or well-being of OBGC, members, staff, volunteers, visitors, community, or OBGC itself is subject to disciplinary action.
- Members must be aware of appropriateness of communications when using personally owned or school-provided devices. Inappropriate communication is prohibited in any public messages, private messages, and material posted online by members.
- Internet access: Personal devices and school-provided devices used at the OBGC are not permitted to connect directly to the Internet through a phone network hot spot or other content service provider. Personal devices and school-provided devices may only access the internet via the OBGC's content filtered wireless network. OBGC reserves the right to monitor communication and internet traffic, and to manage, open or close access to specific online websites, portals, networks or other services. Members must follow OBGC procedures to access the OBGC internet service.
- Parent(s)/Guardian(s) Notification and Responsibility: Accessing inappropriate material on the Internet is forbidden. OBGC reserves the right to monitor member devices. Due to the wide range of material available on the internet, some material may not fit the particular values of members and their families. Because of this, it is not practical for the OBGC to monitor and enforce a wide range of social values in member use of the Internet. If parents/guardians do not want members to access information beyond the scope of this policy those parents/guardians should instruct members not to access such materials.