

## Charles C. Spalding Clubhouse – Member & Parent Guidelines

*Mission Statement: Inspiring young people to become responsible citizens.*

*Motto: A positive place for Hawaii's kids!*

### Open Door Policy

The Charles C. Spalding Clubhouse offers a drop-in program with an Open Door Policy. Members are asked to scan in and out with their membership card when they enter and exit the facility. Members are allowed to come and go at will throughout the program day, but they may only enter and exit the facility once. Youth will not be allowed to re-enter the club once they choose to leave for the day.

### Lost ID Policy

If members do not have their ID with them when they enter the club, they must pay \$1.00 to enter. If they have lost/damaged their ID and need a new one, new IDs are \$5.00.

### What the Club Offers

The club is a positive place that offers many educational, recreational and social activities. Any youth who becomes a member (ages 7-17 years old) may participate in all programs and activities offered by the club (although some age restrictions may apply for certain programs). Caring and trained youth development staff provides guidance in helping members to:

- Discover needs, set goals, pursue interests, and nurture talents
- Broaden view points, dissolve prejudices, and resolve conflicts
- Have FUN!

### Code of Conduct

The following behaviors and acts are not allowed at the club:

- Fighting, intimidation, threatening, or teasing
- Swearing or abusive language
- Discourteous and/or rude behavior toward staff
- Weapons of any kind
- Consumption/possession of alcohol, tobacco or illegal drugs
- Stealing
- Destruction or misuse of program equipment

### Consequences

1<sup>st</sup> Warning: Member will remedy the situation and participate in club service.

2<sup>nd</sup> Warning: Member will be asked to leave the premises for the day.

3<sup>rd</sup> Warning: Parents will be notified and member will be suspended for three days.

4<sup>th</sup> Warning: Parents will be notified and member will be suspended for one week or longer. Member will be asked to sign a behavioral agreement before he/she is allowed to return.

5<sup>th</sup> Warning: Membership will be revoked.

### Boundaries

Members are not allowed to travel beyond the parking lot boundaries, Washington Middle School, and basketball/volleyball courts.

Members are not allowed to play in or around the roadway.

### Lost and Damaged Items

The Boys & Girls Club of Hawaii and the Spalding Clubhouse will not be responsible for any lost or damaged items. Youth members are encouraged to leave all valuables at home.

**We have read the Member & Parent Guidelines, understand it and agree to its terms. I have participated in a Parent/Guardian Club Orientation.**

\_\_\_\_\_  
Parent/Guardian Print

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member Print

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Date