



member handBOOK

Red Morton Youth Center

650.780.7342

1120 Roosevelt Ave.

Redwood City, Ca 94061

www.redwoodcity.org/youthcenter



Who we are...

The Red Morton Youth Center serves Redwood City Youth, age 10-17 (or a current Senior in high school with valid school I.D.), by providing a safe place for participants to enjoy their youth when being part of our community. At the Youth Center, participants can receive homework assistance, play video games, participate in special events and field trips, or just hang out with friends. The Youth Center is an engaging and active space where participants can casually hang out or participate in our structured activities at their leisure.

Our goal is to offer youth the following opportunities:

- ✓ to participate in activities that increase self-esteem and self-confidence
- ✓ to have increased levels of responsibility and decision-making by involving them in developing and planning activities
- ✓ to gain leadership and life-skills; such as problem solving, critical thinking and creativity
- ✓ to gain a sense of pride and belonging
- ✓ to make a difference in their community

The physical and emotional safety of the Youth that come to the Red Morton Youth Center is always our first priority. ALWAYS!

Youth/Teen Membership Policies

Bicycles & Skateboards

Bicycles are not allowed in the Youth Center or Red Morton. Bicycles can be locked to the bike racks in front of Red Morton or on the Youth Center patio, if available. Skateboards can be brought into the Youth Center and must be stored on the Skateboard storage rack. The Youth Center is not responsible for lost or stolen bicycles, scooters, or skateboards.

Computer Usage

- ✓ Computers are for homework, research or gaming only.
- ✓ Viewing of inappropriate content is strictly prohibited and will result in disciplinary actions.
- ✓ Personal information cannot be saved on the computer
- ✓ Absolutely NO FOOD OR DRINKS allowed at the computer workstations.
- ✓ Participants should not go into any computer setting or change backgrounds or screen savers
- ✓ Chair for workstations are to be used only at workstations.

Dress

No clothing or hats that indicate obscenities, gang affiliation, drugs, alcohol, tobacco or anything of a sexual nature will be allowed.



Drop-in format

Participation is on a drop-in, voluntary basis. Participants have in and out privileges and are responsible for their own behavior at all times. Staff is not responsible for the behavior of participants outside the Youth Center. Participants must abide by Behavior Contract and all facilities rules. Please discuss with your child (ren) when it is appropriate to leave the facility and with whom.

Fitness Center

The Red Morton Fitness Center is open to Teen Members, age 16+. Drop-in members under 18 do not have access to the Fitness Center.

Harassment/Bullying

Disciplinary action will result if any participant to engages in any harassment, hazing, bullying or threatening to engage in any activity that causes or is likely to cause harm or personal degradation to another participant.

Illegal Substances

Use or possessions of illegal substances (drugs, alcohol, etc.) is grounds for disciplinary action.

Interpersonal Relationships

Appropriate social/personal relationships are encouraged, but the Youth Center policy, in regards to personal relationships, is a “hands-off” policy. Sexual Harassment will not be tolerated. NO sitting too close, sitting on laps, intertwined legs, kissing, or resting on each other, etc.

Membership Cards

Membership cards are issued once membership application/payment is completed and are valid for one year. Card must be presented to Front Desk to check-in. First card is free. Replacement card fee is \$5.00.

Movie/Video Game Content

All movie and video content will be rated PG-13. Exceptions can be made on a case-by-case basis.

Open Gym

Red Morton Gym is available for Youth/Teen members during designated open gym times. Basketballs are available for use, but **collateral must be provided in the form of a Driver’s License or Youth/Teen Membership Card**. Youth/Teen members (age 10-17) can check out basketballs from the Youth Center during operating hours. Basketballs can also be checked out at front desk when the Youth Center is closed. **Collateral must be provided in the form of a Driver’s License or Youth/Teen Membership Card to check out any equipment from the front desk.**

Registration & Membership

All participants must fill out Membership Form/Behavior Contract and have them signed by parent/guardian. Membership is good for one year from the date the membership was processed. Membership options include: Youth, Teen, and Drop-in. See form for complete information.



Swearing & Profanity

Profanity or vulgar language is not allowed and will not be tolerated. Circumstances will determine appropriate discipline.

Theft

Participants are responsible for their own possessions. If a theft occurs, the Youth Center Staff will do their best to discover what happened, take disciplinary action, and notify RCPD. Participants should not bring large amounts of money to the Youth Center. The Youth Center and Redwood City are not responsible for any lost or stolen items.

Tobacco

Tobacco, cigarettes, lighters, or matches are not allowed in the Youth Center. Possession of any such items will result in disciplinary action.

Vandalism/Destruction of Property

Vandalism or destruction of Youth Center property or at Red Morton will result in disciplinary action and possibly the cost of the replacement or repairs of the property damaged.

Weapons

The Youth Center has a zero tolerance policy for participants bringing in weapons of any kind. RCPD will be notified immediately.

Youth Behavior Policy

With registration, parents and participants were asked to sign a behavior contract to ensure that safety and respect are the most important priorities in the Youth Center. There will be teachable moments in which participants will make mistakes. Below are guidelines that we will follow in the event disciplinary action is necessary, but the severity of the offense will dictate the consequences, regardless of the number of offenses.

First Offense: Have participant explain and discuss the rule or behavior that was broken or inappropriate. Issue a verbal warning and discuss consequences if this behavior continues. Document conversation for Youth Center Coordinator. A doc

Second Offense: Have participant explain and discuss the rule or behavior that was broken or inappropriate. Document behavior and have youth sign form understanding that this is their second warning and that they understand the consequences if behavior continues. Give form to Youth Center Coordinator and they will contact participants parent (s) if deemed necessary.

Third Offense: Parents will be notified and student will be asked to leave Youth Center. The behavior or offense will determine when/if youth is allowed back into the Youth Center.

The severity of the offense will dictate the consequences, regardless of the number of offenses.