



# COUNTY OF DARE

P.O. Box 1000, Manteo, North Carolina 27954

## **Virginia S. Tillett Community Center Participant Code of Conduct**

**The Virginia S. Tillett Community Center is committed to serving the residents of Dare of all ages. The staff hopes you find the Center to be a friendly place to visit where you can benefit from the variety of programs and outreach services offered. This Participant Code of Conduct is created to ensure a safe and enjoyable environment for all who utilize the center facilities.**

### **PARTICIPANTS MUST EXHIBIT THE FOLLOWING CONDUCT**

- Be considerate and treat others with kindness, courtesy, and respect.
- Be calm and patient and refrain from using abusive, obscene, threatening, harassing, insulting, or suggestive language.
- Not engage in (or threaten) physical violence.
- Support the staff in keeping the facilities clean by cleaning up after you have eaten and throw away all trash in proper receptacle.
- Be able to care for themselves while partaking in Center activities. Individuals needing assistance (memory impairment, incontinence, wheelchair bound, etc.) may conditionally participate in Center activities with the aid of a self provided care attendant.
- Refrain from lying down or sleeping on the furniture.
- Maintain personal cleanliness and good hygiene.
- Be properly clothed at all times: shirt/top, pants/skirt, shoes/sandals. If using fitness room must have proper athletic attire and shoes.
- Not possess, consume, be under the influence, or sale any alcoholic beverages and/or illegal drugs.
- Follow non smoking policies-use designated smoking area located on walkway adjacent to the pond and administration building.
- Not leave or store personal possessions at the Virginia S. Tillett Community Center.
- Properly utilize public restrooms and refrain from use for personal hygiene.
- Not solicit, canvass, or peddle upon Center premises and surrounding parking lots.
- Adhere to all posted rules and signs.
- Not possess weapons, firearms, explosives or other similar items while participating in programs/activities at the Virginia S. Tillett Community Center.

Day and Overnight Trip participants agree to adhere to this Code of Conduct in the areas that are relevant while traveling with the Virginia S. Tillett Community Center.

**With the understanding that all participants utilizing the Center will be required to abide by the Center's rules, laws and processes, the Center Director or staff will use the following guidelines when addressing Code of Conduct violations:**

**Discipline Violations:**

**1. FIRST OFFENSE---**Meet with participant to discuss conduct policy, inappropriate behavior and violation that occurred. Make a record of the incident. Advise the violator inappropriate behavior may result in suspension from all programs and activities at the Virginia S. Community Center and/or Center offsite programs and activities.

**2. SECOND OFFENSE---** Meet with participant to discuss violation. Add this incident to participant record. At the Director's discretion participant could be suspended for 1 week from all programs and activities at the Virginia S. Tillett Community Center and/or Center offsite programs and activities.

**3. THIRD OFFENSE---** Meet with participant. Give written notice to participant informing them of 1 month suspension from all programs and activities at the Virginia S. Tillett Community Center and/or Center offsite programs and activities. Participant must make appointment with VTCC Advisory Board to be interviewed prior to being allowed reentry to the Center.

**4. INCIDENTS OF IMMINENT DANGER---** Handle imminent danger to persons or property as a police matter. When appropriate call 8-9// to protect the safety of participants and staff at the Center. Participant indefinitely suspended from all programs and activities at the Virginia S. Tillett Community Center and/or Center offsite programs and activities. Term of suspension will be determined by Center Director, Public Services Director or designated department staff representatives.

The Virginia S. Tillett Community Center reserves the right to remove patrons from facilities, trips, programs and services via suspension periods for any offense (first, second, third, etc.) determined by the Center Director, Public Services Director or designated department staff representatives.

**Thank you for making the Virginia S. Tillett Community Center safe and enjoyable!**

**Revised 5/9/2022**