

Endless Mountains Drop-In Center - Youth Code of Conduct

Welcome! The Drop-In Center is a space built for **you** to connect, relax, learn, and hang out. To keep this space safe, welcoming, and fun for everyone, we all agree to stick to these guidelines. Spending time at the Drop-In Center is a privilege and if you are unable to follow the rules, you may lose the privilege to be a part of the Center community.

1. Sign-In & Getting Here

- **Sign Yourself In:** Every time you enter the Center, **you must sign in yourself**. You cannot ask a friend or someone else to sign in for you.
- **Safe Travel Only:** For everyone's safety, **students may not walk to or from the Center**. You must either take the provided Drop-In Center bus or driven by an approved adult.

2. Bus & Ride Rules: Respect extends to your commute! Verbal abuse, shouting, or disrespect toward our bus drivers or adult chaperones will not be tolerated.

- **Show Respect to All:** Treat the bus driver, adult chaperones/helpers, and fellow students with courtesy and kindness at all times.
- **Follow Adult Directions:** Listen to and promptly follow instructions given by the bus driver or staff.
- **Maintain Order:** Remain orderly while waiting at the bus stop and maintain appropriate noise levels and personal boundaries while riding.

3. Leaving and Returning

- **Leaving Temporarily:** If you leave the Center during the day with plans to come back (for example, to walk to the library or grab food at The Freeze), **you must let an adult staff member know before you walk out the door**.
- **Off-Site Responsibility:** Please note that Center staff and volunteers are only responsible for you while you are physically at the Center or on our bus. The Center is not responsible for anything that happens while you are away from the premises.

3. Respect the Vibe & the People

- **Treat everyone right:** Respect your peers, staff, and volunteers. No bullying, harassment, hate speech, or putting others down. Period.

4. Pack Your Stuff & Lost Property

- **Check Your Belongings:** Before you get picked up at the end of the day, do a double-check to make sure you have all your personal items (backpacks, jackets, phones, chargers).
- **Lost & Found Policy:** Any items left behind will be placed in the front entrance hallway (which remains unlocked for easy pickup). **Items left for more than 4 weeks will be donated to a local charity.**

5. Safety & Trust

- **Look out for each other:** Keep yourself and others safe. If you see something unsafe, dangerous, or troubling, let a staff member or trusted adult know right away.
- **Respect privacy:** What's shared at the Center stays at the Center. Don't spread rumors or share other people's personal stories, photos, or business without their permission.

6. Speak Up & Participate

- **Be open and real:** Talk to peers, staff, and volunteers with honesty and respect. Express your needs, concerns, and ideas to adults—we are here to listen!

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- **Bring good energy:** Bring your enthusiasm, try new things, and help make the Center an inclusive space where everyone feels like they belong.

7. Ownership & Respect for Space

- **Respect the space:** Take care of the Center's building, games, furniture, and equipment. If something breaks or needs fixing, tell an adult right away.
- **Own your actions:** Take responsibility for what you say and do. If you mess up, be willing to talk it through and fix it.

8. See Something, Say Something

- **Report issues early:** If an incident or policy violation happens, report it to a staff member or trusted adult within 24 hours so we can handle it together. Use your time here as an opportunity to build skills, make real friendships, and grow.

What Happens If Any Rules Are Broken?

We want everyone to succeed here, but keeping our community safe comes first. If you choose not to follow this Code of Conduct, consequences may include a 1-on-1 discussion, conflict mediation, or a temporary or permanent suspension from the Center, as determined by staff.

Youth Agreement

By signing below, I show that I've read, understood, and agree to follow this Youth Code of Conduct. I commit to keeping the Drop-In Center a safe, respectful, and positive place for myself and others.

Youth Signature: _____ **Date:**

Printed Name: _____

Parent / Guardian Agreement

By signing below, I confirm that I have reviewed and discussed this Youth Code of Conduct with my child. We both understand the expectations, transportation rules, and policies outlined above, and agree to support these guidelines to help maintain a safe and positive community at the Drop-In Center.

Parent/Guardian Signature: _____

Date: _____

Printed Name: _____