

**Teen Center**  
**Participant Information 2018-2019**  
**School ID or Proof of Age Required at Staff Request**

This facility is open to youth grades 6-12

Name \_\_\_\_\_ Phone \_\_\_\_\_

Circle one    Male                  Female

Address \_\_\_\_\_ Town \_\_\_\_\_

Age \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_ Date of Birth \_\_\_\_\_

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

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

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

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Please check if you use the skate park \_\_\_\_\_

**Center Guidelines**

- *Possession or use of alcoholic beverages or illegal drugs is prohibited.*
- *Tobacco use is not allowed in ANY City Park.*
- *Foul Language is not acceptable.*
- *Rights and safety of all others must be respected at all times.*
- *Participants must follow staff direction for supervision.*

**Actions & Consequences**

Below are a few actions and the standardized consequences to follow. These may be altered at the discretion of the Teen Program Staff when necessary.

- *Fighting & Disrespecting Staff*  
*1<sup>st</sup> time: Out for the day*  
*2<sup>nd</sup> time: Out for 5 days*  
*3<sup>rd</sup> time: Out for 1 month*
- *Disrespecting Equipment*  
*Direct repair or charging parent and member for replacement cost.*

*Over*

**Health Information: Are there any health concerns we need to be aware of?**  
**Yes / NO      If Yes what are they.**

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The Teen Center Committee adopted the following policy on Thursday October 21, 1999.

**Members included 4 teens and 3 adults.**

**If found using or carrying drugs in or around the center the following will occur.**

- 1. You will be asked to leave the premises immediately.**
- 2. Your parents will be notified by mail and or phone.**
- 3. Incident report will be completed and a copy given to the police department.**
- 4. You will not be allowed back to the center for one year.**

*I have read and understand the Center Guidelines and Actions & Consequences set by the Teen Center Committee.*

*Signature* \_\_\_\_\_

*Date* \_\_\_\_\_

***Teen Center Committee***

*Are you interested in attending or becoming a part of the Teen Center Committee? The Committee meets once a month and discusses policy that is directly related to the Teen Center and its participants.*

*If you check yes we will add you to our mailing list and you will be invited to an upcoming meeting. **Want to make a difference? Get involved.***

**Yes** \_\_\_\_\_

**Video game/ computer guidelines:**

- No Food or Drinks allowed near Video games or Computers even if closed.
- Only you can sign yourself up for use in the reservation booklet located at the snack bar counter. Please include the date, time, name, what game/computer number and controllers you are using.
- Each session is for 30 minutes. You can only sign up for one session at a time (this includes playing together example: two player game). At the end of your session if the spot is available you may resign-up.
- Do not download or change any settings without asking a staff member first.
- No swearing. This includes all music, jokes, videos, messaging/emails or other materials.
- All games and websites need to be rated Teen or pg-13 and lower. This includes all music, jokes, videos, messaging/emails or other material. If you bring in a game from home the Teen Center Staff need to approve the game before you can play it.
- There should be no arguing about game play or use. The person who signed out the game/computer have control of the game play during that session
- It is your responsibility to get to your session when it's your turn. Staff will not be making sure you get there on time.
- Those who leave their sessions early pass the rest of their time onto the next user.
- The sessions end at 5:30 pm no exceptions.

**Video game**

- Make sure to return all equipment to the counter and turn off the system/TV at the end of your turn. It is your responsibility to return them to the staff.

**Computer**

- Make sure to sign out of all of your programs before leaving your session so others cannot view your information. Do not allow your programs to auto boot or save passwords, if you're not sure how to stop this then see a staff member.
- Teens on the computer at the 5:30 session must shut down the computer including monitor and speakers and return all accessories to the counter.

**If you are caught not following these rules the following steps will happen depending on the severity of the offense**

1<sup>st</sup> offence – warning

2<sup>nd</sup> offence – no computer/video game use for 1 week

3<sup>rd</sup> offence – no computer/video game use for 2 weeks

4<sup>th</sup> offence – no computer/video game use for the rest of the school year.

These policies were revised by the Teen Center committee in May 2017.

I have read the rules for the computer and video game use. I agree to these rules by signing below.

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**Name**

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**Date**

# **Biddeford Teen Center Transportation Rules**

## **Teen Center Transportation Explanation**

The Teen Center provides free transportation to all in town participants. We try to get all participants as close to their destination as possible. We may need to drop you off at a different point if safety is a factor due to narrow roads & obstructions that prohibit the bus from fitting. If you are unsure if the bus will be able to reach your destination, please check with the driver prior to departure. Use of Teen Center transportation is a privilege not a right.

### **Transportation Guidelines**

- Participants must follow the driver directions for supervision
- No illegal substances in the bus/van
- No spitting, no standing, and no throwing things out of the windows
- No electronics should be used inside the transportation vehicle
- No food or drinks inside the bus/van
- Sit at all times, proper seatbelt required in van
- Pick up your trash and throw it in the trash when exiting
- Foul language is not acceptable
- Keep hands and feet to your self
- Keep aisle clear of feet, legs and bags
- Must be clean and dry to use city transportation

### **Action and Consequences**

Below are a few actions and standardized consequences to follow. These may be altered at the direction of the Teen Program Staff when necessary.

\*if at any time the driver is being disrespected they have the right to pull the bus/van over and have that person removed.

1<sup>st</sup> time verbal warning

2<sup>nd</sup> time off for 5 days

3<sup>rd</sup> time off for 3 months

4<sup>th</sup> time off for the year

I have read and understand the transportation guidelines and actions and consequences.

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Name

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Date

**BIDDEFORD RECREATION DEPARTMENT**  
**P. O. Box 586**  
**BIDDEFORD, MAINE 04005**  
**PHONE 207-283-0841 FAX 207-286-0575**

**Please read carefully**

**Release**

I understand there are risks of physical injury in participating in sports and recreational activities or programs.

I hereby release the City of Biddeford, its employees, officials and agents from any and all liability or loss or damage to personal property that, my child or I may experience in connection with activities sponsored by Biddeford Recreation Department.

*I hereby consent to emergency medical procedures deemed advisable for my child in the event I cannot be reached and my child has sustained an injury. The Dept. does not provide accident or hospitalization insurance for participants of its programs. All participants are advised to have adequate personal coverage. Please consider participant's own health, experience, and tolerance for risk before participating in any program. I also consent to the use of me or my child's photo, video, artwork etc. by the dept for flyers, presentations etc.*

*This release and consent shall remain in full force and effect for all future recreational activities and programs until revoked in writing by registrant.*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Name Printed*

\_\_\_\_\_  
*Child's Name*