

# CODE OF CONDUCT

## OAK RIDGE RECREATION AND PARKS CODE OF CONDUCT FOR CENTERS

The Oak Ridge Recreation and Parks Department provides facilities and services for the enjoyment of leisure activities. It is important that all facility users respect the rights and property of others by abiding by the following **CODE OF CONDUCT**.

### DRESS CODE

**Hoods must be removed inside of all centers. Men are required to wear shirts in all areas of the building except in the pool area and in the gymnasium. Swimming attire and paid admission are required for anyone accessing the indoor pool or pool deck. Clothing must not display profane or sexually explicit language or graphics. Shorts and pants must be secured at the waist. Persons whose dress is considered inappropriate by the staff will be asked to correct the problem. If the problem is not corrected, the person will be asked to leave or will risk disciplinary action.**

1. **NO PHYSICAL OR VERBAL ABUSE OF OTHERS**
2. **NO PUBLIC DISPLAY OF AFFECTION, OVERT SEXUAL BEHAVIOR OR HARASSMENT**
3. **NO OBSCENITY** – City Ordinance (17-14) prohibits profane, vulgar and indecent language in public.
4. **NO FOOD/DRINKS EXCEPT WHERE ALLOWED - Eating** and drinking are allowed only at the snack bar or in meeting rooms rented by individuals or groups.
5. **NO ILLEGAL ACTIVITIES** – This includes but is not limited to gambling, drug use, selling drugs, carrying firearms, fighting, trespassing, vandalism or any other activity considered illegal in the City of Oak Ridge or State of Tennessee. The Oak Ridge Police Department will be called to assist with any situation involving illegal activities.
6. **NO USE OF TOBACCO** – All tobacco use is prohibited in all City buildings. No smoking within 25 feet of entrances. No underage smoking or use of tobacco products. If age is in doubt, staff will ask for ID.
7. **NO ALCOHOLIC BEVERAGES EXCEPT WHERE ALLOWED-** ALCOHOLIC beverages are allowed at special events and activities only when appropriate applications, permits and insurance papers are obtained and submitted.
8. **NO MISUSE OF EQUIPMENT** – No abuse of pool or ping pong equipment. No hanging on basketball nets or any part of the backboards. No contact with the rims. Restitution must be made for all damaged or stolen equipment.
9. **NO RUNNING IN HALLWAYS OR MEETING ROOMS-** Running is allowed in the gym and outside only.
10. **NO ABUSE OF FACILITY, FURNISHINGS OR EQUIPMENT** – Includes but not limited to sitting or standing on tables, spitting in water fountains and on floors, defacing walls, tables, ceilings, bathroom stalls or furniture.
11. **POLICIES FOR YOUTH** – All children under the age of 14 must be under the direct supervision of an adult 18 or older. School age youth may not access recreation centers during regular Oak Ridge school hours unless as a part of a school function or when accompanied by a parent or guardian.

**Any violation of the Code of Conduct or refusal to follow staff directives will result in a suspension from all Recreation and Park facilities including the Civic Center Recreation Building and Library, Municipal Pool, Scarboro Community Center and all City Parks. The suspension includes free play, league play, camps, swimming lessons, classes, programs and special events. Persons that are suspended are not eligible for a refund of fees for any activities missed during the suspension.**

## SUSPENSION GUIDELINES

These are guidelines only. The Staff must make decisions based on individual situations and should use their best judgment. If a person is a repeat offender the penalty may be more severe. If a person is a newcomer, is unfamiliar with the rules or is cooperative, the penalty may be less severe. Any damage to equipment or facilities requires the offender to pay for damages in addition to the suspension. In some cases, offenders will be allowed to work off the suspension. This is at the discretion of the Recreation Manager or the Department Director.

Offenses and Suggested Suspension Time (Following a warning when applicable)	
Profanity	Send home for the day
Refusing to follow staff directive	Send home for day or more depending on the severity of the situation
Underage smoking	Send home for the day after 1 warning. Next, two week suspension
Horse play	Send home for the day
Verbal abuse	1 week suspension
Escalating verbal abuse or threats	1 month or more suspension depending upon severity. May require involvement of security or police
Stopping up sinks/toilets	1 month or more suspension depending on whether there was flooding or damage
Flooding locker rooms/restrooms	6-month suspension plus cost of damages and clean up
Failure to pay admission fees	1 week suspension plus cost of admission
Intentionally entering or standing in open doorway of the restroom of opposite sex	1 month suspension
Deliberately disturbing meetings, classes or events	One day or more depending on severity
Dunking or making contact with the rim or net. Hanging on net or backboard.	Two weeks suspension.
Misuse or abuse of equipment.	Two weeks suspension plus pay cost of replacement
Defacing city property	One month suspension plus cleanup or replacement cost
Gambling	One to two weeks suspension
Refusing to leave premises upon suspension.	Add two weeks to original suspension and call the police
Threatening Staff with bodily harm.	No less than one year suspension and report to police.
Fighting	First offense - One to six months suspension Second Offense – Six to twelve months suspension
Public drunkenness requiring police involvement	First offense – One to three months suspension Second offense – three to six months
Possession of an illegal substance	<p>These offenses will result in calling the police. The appropriate legal action will be taken against offenders. All of these offenses will involve an indefinite suspension of not less than one year regardless of the legal outcome. Offender will not be allowed back in City facilities without the permission of the Recreation Manager or Department Director.</p>
Indecent exposure	
Theft	
Propositioning a patron	
Possession of a weapon	
Threat by weapon	
Threatening physical harm to employees accompanied by physical contact	
Vandalism	