

### **Terms of Use Policy: Koko Platz Recreation Club**

The purpose of the Terms of Use Policy is to promote a safe and positive atmosphere at the Koko Platz Recreation Club.

1. Ice Use Guidelines should be publicly posted and adhered to by all users:
  1. Helmets are strongly recommended for skating
  2. Helmets are mandatory for everyone under the age of 18 or if sticks and pucks are on the ice
  3. Do not skate in any manner that will be dangerous to others
  4. No chasing, tag, or other horseplay
  5. No pucks, balls, sticks or any other items that may interfere with the safety of other skaters
  6. Spitting of saliva, chewing tobacco, sunflower seeds, gum, etc. is prohibited
  7. Food, drinks or gum are not permitted on the ice surface
  8. Keep skating moving in one direction for public skate times
  9. Standing around boards is not permitted
  10. Exit change rooms in a timely fashion
  11. Participants must wear skates while on the ice
2. All users are asked to leave the spaces they used clean and orderly after use. Trash should be placed into the bins provided.
3. Behaviour and activities that obstruct or hinder the rights of others to use and enjoy the facility is unacceptable and prohibited.
  1. Activities that are unacceptable and prohibited include but are not limited to:
    - i. Verbal abuse of any Staff, Board Member or Volunteer
    - ii. Creating a disturbance or excessive noise
    - iii. Fighting/Molesting/Harassing
    - iv. Sexual harassment or indecency
    - v. Using profanity/obscene language
    - vi. Vandalizing property
    - vii. Intimidating/threatening others
    - viii. Disrupting a program or event
    - ix. Engaging in horseplay, causing unsafe conditions
    - x. Wearing attire that is deemed offensive to others

- xi. Littering or intentionally causing a mess
- xii. Loitering
- xiii. Smoking or vaping on the property
- xiv. Drinking without proper authorization, drunk or disorderly conduct
- xv. Causing unsanitary conditions
- xvi- possession of weapons while on property (knives, machete, sword, gun etc)

#### Enforcement

1. Staff, Board Members or Volunteers will assess the situation when it is witnessed or they are informed.

1. **First Incident:**

- i. User receives a verbal request to refrain from prohibited activity.
    - ii. If the issue continues a verbal warning to refrain from prohibited activity and that continuation will result in them needing to leave the property.
    - iii. If issue continues a verbal direction to leave the property for the remainder of the day, citing the reason being failure to refrain from the names prohibited activity.
    - iv. At this point an incident report must be completed and given to a Board Member.
    - v. Caregiver will be contacted if the individual is under 18 years of age.

2. **Second Incident:**

- i. User receives a verbal request to refrain from prohibited activity.
    - ii. If the issue continues a verbal warning to refrain from prohibited activity and that continuation will result in them not being able to participate for the next week.

iii. If issue continues a verbal direction to leave the property and not return for a period of seven (7) days following the date of the incident, citing the reason being failure to refrain from the names prohibited activity.

iv. At this point an incident report must be completed and given to a Board Member.

v. Caregiver will be contacted if the individual is under 18 years of age.

vi. Prior to the offender returning to the property a meeting may be held with a Staff/Board Member, the offender, and a caregiver (if applicable) to discuss what steps will be taken to ensure the inappropriate behaviour will not re-occur once they are permitted to return.

### **3. Third Incident:**

i. User receives a verbal request to refrain from prohibited activity.

ii. If issue continues a verbal warning to refrain from prohibited activity and that continuation will result in them not being able to participate for the next month.

iii. If issue continues a verbal direction to leave the property and not return for a period of thirty(30) days following the date of the incident, citing the reason being failure to refrain from the names prohibited activity.

iv. At this point an incident report must be completed and given to a Board Member.

v. Caregiver will be contacted if the individual is under 18 years of age.

vi. Prior to the offender returning to the property a meeting may be held with a Staff/Board Member, the offender and a caregiver (if applicable) to discuss what steps will be taken to ensure the inappropriate behaviour will not re-occur once they are permitted to return.

4. The Koko Platz Recreation Club has a zero-tolerance policy for vandalism and substance/alcohol use while participating.

5. The Koko Platz Recreation Club reserves the right to impose harsher penalties if in its opinion the offence is of such a nature that harsher penalties are warranted or to repeat offenders.
6. No refund will be given if an offender is suspended or expelled from the facility.
7. Where feasible offenders will be responsible for making restitution for those damages incurred through inappropriate behaviour and activities.
8. The Koko Platz Recreation Club will contact the RCMP if property damage, criminal behaviour is observed and/or reported or if the user refuses to leave the property when directed.
9. Individuals and organizations who rent the Koko Platz Recreation Club will take primary responsibility for the behaviour and actions of all persons associated with their program and/or event.

### **Emergency Procedure**

In the event of a major injury:

1. Cease on ice activity immediately
2. Attend to the injured person
3. Assign someone to contact an ambulance, ensure bystanders exit the facility, and meet the ambulance
4. Document the incident using an Incident Report form and give it to a Board Member.
5. Incident Report forms can be found in our office.