



Cockburn Youth Services Bill of Rights

EVERYONE ATTENDING COCKBURN YOUTH SERVICES PROGRAMS AND ACTIVITIES HAS THE RIGHT TO:

- Be treated with courtesy, kindness and respect.
- Express their feelings and opinions assertively.
- Relax and recreate in an atmosphere of harmony and co-operation.
- Feel secure and safe in a supportive environment.
- Expect that Cockburn Youth Services rules are fair, consistently implemented and respect the rights of all involved.
- Be valued for their individuality including that of race, gender, culture, age, physical or intellectual diversity.

TO SUPPORT THESE RIGHTS WE ALL AGREE TO:

- Make all people feel welcome and ask them to join in our activities, or be part of our group.
- Treat others with courtesy, kindness and respect.
- Listen to other people and try to understand their points of view.

- Talk and discuss instead of yelling and arguing.
- Help each other and be co-operative.
- Watch out for each other to ensure everyone is safe and secure.
- Be responsible for our own actions.
- Apologise if we hurt someone's feelings.
- Value others for their individual differences.
- Respect each other's property.
- Support the Cockburn Youth Services Rules

BEHAVIOUR AND CONSEQUENCES

Misbehaviour will be dealt with our warning system. 1st strike is a day ban from the centre, 2nd strike is a week ban, 3rd strike is 1 month ban. Any further misbehaviour will mean a permanent long term ban from the centre. The strike level may be automatically escalated depending on the severity of the breach.

Cockburn Youth Services Rules

AS SOMEONE ATTENDING COCKBURN YOUTH SERVICES PROGRAMS AND ACTIVITIES I WILL:

- Follow the directions of Cockburn Youth Services staff and staff of any venue or organisation the group may visit
- Respect the natural environment.
- Treat all others as I would like to be treated.
- Behave like ambassadors of the City of Cockburn when in public.

I WILL NOT:

- Be mean to people, call them names, put them down, spread rumours about them or

- do anything else which I know would make them uncomfortable or would upset them.
- Use racist or sexist language or insult people on the basis of their religion, sexual orientation, physical or intellectual disability or physical appearance.
- Use violent or aggressive behaviour - hitting, punching, kicking, scratching, tripping, spitting, or by any other way.
- Threaten to hurt anyone
- Bring weapons of any kind into the Youth Centre or on any Youth Services' program/activity.
- Deliberately damage any property including tagging, scratching, spit balls and other forms of vandalism.
- Touch or take any property that does not belong to me unless I have permission from the owner.
- Bring alcohol or any other illicit substances into the Youth Centre or on any Youth Services' program/activity.
- Be under the influence of any substances. If I am I will be asked to leave and if I refuse the Police may be called.
- Leave the group without prior consent of staff.* (details below)
- Eat or drink on any vehicle being used by Cockburn Youth Services.
- Move about or hang any part of my body (or anyone else's!) out of any vehicle being used by Cockburn Youth Services

LEAVING THE GROUP & FREE TIME:

- I understand that staff consider I have "left the group" if they cannot see me

- I will ask permission to leave from a staff member, tell them where I am going and what time I will be back.
- I will receive verbal permission that this is OK from the staff member before I leave.
- I will report back to the same staff member when I return.
- I understand that lateness will not be tolerated.
- In situations where the group breaks up, for either 'free time' or during activities, I understand I will be made aware of a meeting spot where at least one staff member and a first aid kit will be at all times.
- I will not go anywhere alone. I will always be with at least one buddy.

CANCELLATION PROCEDURE

If members are unable to attend their class, the centre must be notified 24 hours prior to the beginning of class. Credits will be given to participants if they notify the centre within this timeframe.

If participants do not notify the centre of their absence they are not eligible for a credit.

A credit can be used within 3 months (that term/Holiday period) of the cancellation date.

If the centre for unforeseen reasons cancels a term class the member/participant will automatically be issued with a credit which can be used by liaising with the centres bookings and activity officer for an alternative arrangement.

HOW DID YOU FIND OUT ABOUT THE COCKBURN YOUTH CENTRE

FRIEND

SCHOOL

NEWSPAPER

INTERNET

OTHER: _____

Participant Contract

I, _____ have read and understood the **Cockburn Youth Services Rules** and **Bill of Rights** and agree to abide by them. I also understand that if I break any clause in this contract I may be sent home immediately and / or barred from all future Cockburn Youth Services activities and the Cockburn Youth Centre. I also understand that if I break any laws that the police will be notified.

Signed: _____

Date: __/__/____

Staff Signature: _____

Date: __/__/____