

THE WAREHOUSE Rec & Youth Center HANDBOOK
www.thewarehouserec.com
(207) 723-1522 or (207) 447-1522

THE WAREHOUSE

Rec & Youth Center

HANDBOOK

9 School Street
Lincoln Maine, 04457

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(207) 723-1522 or (207) 447-1522

Manager: Bob Leighton

Director: Tab Leighton

Welcome!

THE WAREHOUSE Rec & Youth Center will be a social and recreational center that will provide a safe environment with supervision. THE WAREHOUSE will offer opportunities for unstructured activities and a place to gather. Checkout www.thewarehouserec.com or our facebook page (www.facebook.com/thewarehouserec) for more information.

Admission is free.

Donation funded

THE WAREHOUSE is a Christian Non-profit and is funded by donations. Donations can be made via check made out to: THE WAREHOUSE and mailed to 13 School St Lincoln, ME 04457 or by clicking the donate button at the bottom of the homepage on our website, www.thewarehouserec.com.

This Handbook is a resource for the youth that use the facility, their parents/guardian and the volunteers. We want all to be aware of THE WAREHOUSE Policies, Code of Conduct, and more. Each youth member and her/his parents or guardians should read it carefully and thoroughly.

If you have any questions, please contact the Director or Manager, who will assist you.

Welcome to THE WAREHOUSE!

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Sign-in Table

Each person is to sign in before using the Rec & Youth Center. All visitors and guests must also sign in at the table. There is a separate sign-in sheet for first time visitors and guests. When leaving, members, guests and visitors must sign out and exit through the same door. All emergency exits are off limits except in case of an emergency.

Volunteers

It is the policy of THE WAREHOUSE to ensure a safe environment. Volunteers are always present at the Youth Center.

Closure Notifications

It is the intent that THE WAREHOUSE will be open with a consistent summer schedule and a consistent school year schedule. Occasionally, there will be a conflict with a holiday or special event. In those cases, the closure will be posted on THE WAREHOUSE Facebook page. There could also be a decision to close the Center due to an event like a winter storm.

Prohibited Items

Drugs and alcohol are prohibited inside and outside of the building.

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Respectful Behavior

All persons in attendance at THE WAREHOUSE are to be respectful of all others and the property of all others at all times. No bullying, fighting or verbal abuse. This will result in appropriate actions depending on the situation. These actions could be a verbal warning to suspension. These behavior guidelines are to ensure that THE WAREHOUSE is a place for youth to feel comfortable, respected and safe. Our volunteers will make an attempt to notify parents of problem behavior.

Sexual harrassment will not be tolerated.

The Center is not responsible for lost or stolen items.

Clean up after yourselves, please.

Video Game Policy

Only games that have been reviewed and determined to be suitable for members will be allowed.

Publicity Policy

Your first time registration form will serve as your release to have participants photographed or videotaped for publicity purposes including, flyers, posters, brochures, or our Facebook and website page.