

# Biddulph Youth and Community Zone Ltd (BYCZ)

## Behaviour Policy

### Biddulph Youth and Community Zone Rules

- Be kind and respectful to everyone
- Treat everyone's property carefully
- Be respectful of all equipment and facilities
- Be kind and gentle
- Be honest
- Listen to activity leaders and follow their instructions

If these rules are broken, BYCZ will follow the following procedure:

- We will have a discussion with the member.
- The member will be verbally warned and the incident will be recorded in the incident book. We will always fully discuss the incidents with members to ensure they understand their responsibilities and know that they can rely on Centre staff to help them sort out any problems.
- If the member continues to behave in this way, they will be suspended from using the Centre for a week.
- If the member is asked to miss three weeks during the quarter, then the member will miss the remaining part of the quarter with immediate effect.

This policy is designed to support the members and staff of the Centre and help make the Centre a friendly, fun place for all to enjoy.

Signed:..........

Print Name:.....Melanie Sproston.....

Role:.....Chair.....

Date:.....29.11.18.....

Next Review: 01.12.20.....