

**Otsego County Parks and Recreation Commission
Disciplinary Action Policy**

The following is an overview of regulations that are to be followed by adults who come to the Otsego County Community Center. If these rules are not observed disciplinary actions will be taken ranging from verbal reprimand to expulsion. All incidents will be documented by the Parks and Recreation Staff on duty and depending on the severity law enforcement may be contacted. The Director of Otsego County Parks and Recreation is responsible for enforcement of this policy.

Vandalism – the willful destruction of property

1st occurrence – will result in the person/persons responsible being banned from the building and property permanently. Law enforcement may be contacted and financial restitution may be sought to cover the cost of damages.

Threats of Violence – any threat verbalized or displayed in written form towards an adult, a student or supervisor. Law enforcement will be notified.

1st occurrence – banned from the building and property for 1 year
2nd occurrence – banned from the building and property permanently

Fighting – any fighting or physical altercations will result in immediate expulsion from the building and/or property. Law enforcement may be contacted depending on severity of such incidents.

1st occurrence – banned from building and property for 1 year
2nd occurrence – banned from building and property permanently

Weapons – any adult found in possession and or/use of a weapon in the building or on the property will be banned from the building and property permanently. Law enforcement will be contacted.

Sexual Harassment – sexual harassment includes but is not limited to unwelcome sexual advances, requests for sexual favors, inappropriate verbal or physical conduct that is sexual in nature. If any such incidents occur the adult/adults will be banned from the building and property permanently. Law enforcement will be contacted.

Stealing – the deliberate taking of another individuals property and/or property belonging to the Otsego County Community Center will not be tolerated. Law enforcement may be contacted depending on the severity of such incidents. Otsego County Parks and Recreation is not responsible for the loss of an individual's property.

1st occurrence – banned for 1 year
2nd occurrence – banned permanently

Swearing and/or Vulgar Language – swearing or using vulgar language will not be tolerated.

1st occurrence – banned for 2 weeks
2nd occurrence – banned for 1 month
3rd occurrence – banned for 1 year

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Smoking and/or Possession of Tobacco, Alcohol or Controlled Substance – Adults found using or in possession of Tobacco or Alcohol products in the building or on the property will be expelled. Smoking and alcohol products are prohibited on Otsego County Community Center property which includes the entire block where the facility is located.

- 1st occurrence – banned for 2 weeks
- 2nd occurrence – banned for 1 month
- 3rd occurrence – banned for 1 year

If an adult is suspected of being intoxicated, law enforcement will be notified and the individual will be banned from the building.

Wearing Inappropriate Clothing – The Otsego County Parks and Recreation Supervisors on duty will determine what constitutes inappropriate clothing. Adults are not permitted to wear clothing that displays or advertises

- Swearing, vulgar or profane language or pictures
- Alcoholic beverages, drugs, tobacco products or other contraband
- Gang related clothing and/or paraphernalia
- Pants, slacks, shorts or jeans that are worn sagged or low on the waist
- Low cut shorts or tops

- 1st Occurrence-banned for 2 weeks
- 2nd Occurrence-banned for 1 month
- 3rd Occurrence-banned for 1 year

Obscenity/ Indecency – offensive or vulgar actions displayed in written or verbal form

- 1st Occurrence- banned for 2 weeks
- 2nd Occurrence- banned for 1 month
- 3rd Occurrence- banned for 1 year

Public Displays of Affection – actions include holding hands, kissing, arms around one another etc.

- 1st Occurrence- banned for 2 weeks
- 2nd Occurrence-banned for 1 month
- 3rd Occurrence- banned for 1 year

Disrespectful Behavior – swearing and/or vulgar language or gestures and unwelcome physical contact towards supervisors, students or other adults will not be tolerated.

- 1st Occurrence – banned for 2 weeks
- 2nd Occurrence – banned for 1 month
- 3rd Occurrence – banned for 1 year

Discipline actions may be appealed by making a written request to the Parks and Recreation Director. These requests may be received within 10 days of adult/adults suspension. Individuals involved in such actions may request a conference with the Otsego County Parks and Recreation Disciplinary Committee to discuss suspension. The meeting will be scheduled within 5 days of all parties involved.