

City of St. Thomas Parks & Recreation

Code of Conduct Policy

Policy Statement

The City of St. Thomas Parks and Recreation Division endeavours to provide services and programs that promote a safe, welcoming, and inclusive environment where differences are valued. All staff, program participants and parks and facility users are expected to be considerate, respectful of others, and show proper care and regard for City property and the property of others.

External Organization's and Permit Holder's Responsibilities

Permit holders that conduct activities through the St. Thomas Parks & Recreation Division are responsible to adhere to the Code of Conduct while utilizing and occupying the facilities. Failure by an external organization or permit holder to comply with the above may result in suspension of facility use by the individual(s) and/or the organization.

Definitions

Participant: A person who visits, attends or is a permit holder of a Parks & Recreation facility or property.

Procedures

The following code of conduct statement must be clearly posted in all Parks & Recreation facilities:

St. Thomas Parks & Recreation promotes a safe, welcoming, positive, inclusive environment where people are valued and respected. Staff, volunteers, participants and park and facility users are expected to be considerate, polite, respect others and their rights, show proper care and regard for City property and the property of others and adhere to Parks and Recreation rules (i.e. alcohol, smoking).

Any behaviour that violates the St. Thomas Parks & Recreation Code of Conduct may result in a suspension of the right to participate in the program and/or a ban from City property.

The Code of Conduct will be actively monitored by Parks & Recreation staff. The following intervention strategies will be in effect:

Violations of the code that do not constitute a threat to the safety of others, their property or City property will result in all or some of the following progressive actions:

1. A verbal warning.
2. A written warning.
3. A suspension of the right to participate in the program and/or a ban from property.

Violations of the code that constitute an immediate or implied threat to the safety of others, their property, or City property will result in a suspension of the right to participate in the program and/or a ban from property. e.g. Verbal or physical harassment, foul language, inappropriate behaviour that threatens others or destruction of City property and supplies.

Documentation

All violations must be documented on a Minor Injury/Incident Report and given to the Supervisor. Reports will document violations that result in injury and determine consequences such as suspension or ban from property. The Director will make final violation decisions. An appeal process would require written notice to City Council.