

# JEFFERSON TOWNSHIP TEEN SCENE

## RULES AND REGULATIONS

Welcome to the 2018-2019 Jefferson Twp. Teen Scene (JTTS). The JTTS is sponsored by Jefferson Township. The JTTS has basic rules and regulations that are provided in the interest of the safety and well-being of all participants. Failure to comply with these rules and regulations shall result in parental notification and/or suspension of attendance privileges.

### REGISTRATION

JTTS is open to all 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> grade children of residents of Jefferson Township only. Guests are not permitted. All participants in the JTTS must be registered. REGISTRATION IS ONLINE at <https://register.communitypass.net/reg/index.cfm> - there are no longer any paper registration forms. If you do not have a home computer, etc., to access the website, it is suggested you use a computer at the Jefferson Township Public Library. If that cannot be done, please call the Jefferson Township Recreation Department to make an appointment with an office staff member to set up the account.

- If you do NOT already have an account on Community Pass for other Jefferson Township Recreation programs (as of September 2016), you will be prompted to create an account as an adult and then add your child/children to the account and proceed to register your child/children for the 2018-2019 school year for Teen Scene.
- If you already have an account for yourself or another family member on Community Pass for other Jefferson Township Recreation programs, you can simply add the Teen Scene member to that account and proceed to register for the 2018-2019 school year for Teen Scene.

*You can pay the \$40 Teen Scene annual registration fee (June 1, 2018 through May 31, 2019) online at check out with a credit card (MC, VISA, DISCOVER being aware that there is a 2.65% bank convenience charge) OR you can select the "Send Payment" button and either mail or bring in a check to the Jefferson Township Recreation Department at Camp Jefferson within 3 DAYS of the registration.*

If payment is not made, your child's/children's registration can be withdrawn from the program for non-payment.

**DIRECTIONS FOR COMMUNITY PASS REGISTRATION CAN ALSO BE FOUND ON**

[www.jeffersontownship.net](http://www.jeffersontownship.net) - Form Center

**or call the Jefferson Township Recreation Dept. office at 973-663-8404 for assistance**

### BEHAVIOR CONTRACT

- Respect for supervisors, adult chaperones and fellow participants must be observed at all times.
- Respect for property, buildings and/or grounds must be shown at all times. Anyone defacing or destroying property, buildings and/or grounds will be penalized for his/her actions and their parents/guardians will be held financially responsible for the damages.
- The use or presence of abusive language, fighting, bullying, alcohol, tobacco, illegal drugs, guns, knives or any other weapon is prohibited. There will be no tolerance for violent or destructive behavior on the premises.

- Behavior deemed to be inappropriate by the JTTS Supervisor will result in a verbal warning and/or a call to a parent/guardian. ALL behavior deemed inappropriate by Teen Scene will be subject to disciplinary report that will have to be signed by the parent and may result in immediate removal from activity. Repeat offenses will result in the loss of JTTS privileges and may result in the loss of all Recreation Department activities, including sports teams.
- Appropriate dress for all events is expected. Undergarments should not be exposed and shirts with inappropriate graphics and/or language will not be permitted.
- Emergency phones are available at all events. **Children may not use cell phones for phoning, texting or photography at any time during a JTTS event without the expressed permission from a JTTS Supervisor.** Any child found using his/her cell phone without permission will have it confiscated. The parent/guardian will be required to retrieve it.

## MEDICAL REQUIREMENTS

- JTTS does not have epinephrine for allergic reactions. If your child requires epinephrine for an allergy, please provide one at each event your child attends
- We do not have a nurse on site, any medical issue that cannot be handled on site will be referred to the police/first-aid squads.

## DROP-OFF/PICK-UP

- Events begin at 7:30 pm and end at 10:00 pm unless otherwise noted.
- **Drop-off time is 7:30 pm to 7:45 pm.** Children may not be dropped off early. Supervision is not available before events.
- If a child arrives more than 30 minutes late, a parent/guardian must accompany him/her inside the building to be signed in with a JTTS Supervisor.
- **Pick-up time is 9:45 pm.** Supervision is not available after events.
- If a child must leave an event early; a parent/guardian must sign him/her out with a JTTS Supervisor. If a child leaves an event early, he/she cannot be readmitted unless prior arrangements have been made.
- Repeated abuses of the drop-off/pick-up policy may result in loss of JTTS privileges.
- Children are not allowed to walk/ride bicycles to or from JTTS events as requested by the Jefferson Twp. Police Department.
- Drop-off and pick-up at Camp Jefferson is via the Upper Parking Lot, children will be dismissed at the event ends. Chaperones will be in the parking lot to make sure that all runs smoothly.
- Drop-off and pick-up at the all other events will be advertised before each event.

## CHAPERONE REQUIREMENTS (after training is complete)

- A parent/guardian is encouraged to chaperone for at least one event (per child) during the current school year. Parents/guardians are asked to submit three suggested dates that they are available to chaperone. Email confirmations are sent for each chaperone assignment. Assignments are on a rotating basis.
- If you are unable to chaperone your scheduled event, you are responsible for finding a chaperone substitute as soon as possible and must notify the Chaperone Coordinator via phone or email. It is not the responsibility of the Teen Center Board to find substitute chaperones. The Substitute Chaperone list can be e-mailed to you by contacting Lori Hecht at [lhecht@optonline.net](mailto:lhecht@optonline.net)

## EVENTS/ADMISSION/LOCATIONS

- Movies shown at JTTS events are rated PG or PG-13 and will be published in advance whenever possible. In the event of an unexpected change in venue, an unadvertised movie may be shown.
- Any admission fee for an event will be advertised in advance. Admission fee covers the cost of venue, entertainment and snacks/beverages. Special events and concessions may require additional fees.

## COMMUNICATIONS/CANCELLATIONS

- Regular communication & cancellation information will be sent via email and posted on the Jefferson Township Website ([www.jeffersontownship.net](http://www.jeffersontownship.net)) and on Jefferson Township Teen Scene Facebook page
- When school is cancelled by Jefferson Township School District on the date of a JTTS event, the JTTS event may also be cancelled.
- The emergency notification system utilized by Jefferson Township may also be utilized to inform students of any last minute changes.

If you have any questions, please contact Kimberly Reid at [kreid@jeffersontownship.net](mailto:kreid@jeffersontownship.net) Please note that this is a non-emergency e-mail and will only be checked on a weekly basis.

Below are our current JTTS Board members, and there are still a few openings that need to be filled. If you feel like you might be able to help out in this capacity, please contact Kimberly Reid at [kreid@jeffersontownship.net](mailto:kreid@jeffersontownship.net) or call 973-617-7041

### **2018-2019 JTTS Board Members Program Supervision**

Grace Rhinesmith, Director - JT Recreation Dept.

Kimberly Reid, JTTS Program Coordinator

Jill Small, Purchasing Coordinator/Peer Advisor

Lori Hecht, Chaperone Coordinator

Kimberly Reid, Registration Coordinator

Liz Conley, JTMS Liaison

Pamela Graham, JT Recreation Board Liaison

Michelle Cooper, Secretary

Debi Merz, JT Council President - JTTS Liaison