



SERIOUS JUJU

Indoor Skateboard Park

Skatepark Policy Handbook

Our Mission: We see, feed, and strengthen youth and families through the actions of God's love.

Our Vision: Celebrate and Strengthen Community through Skateboarding

Our Objectives: We aim to meet each person "exactly where they are at". We provide a safe and healthy space where individuals can grow, get active, connect, be heard, and be fed through nutrition, love, and support.

This handbook is designed to inform participants, parents, volunteers, and the general public of the policies and procedures of Serious JuJu Skateworks, Inc. It contains rules by which the skatepark operates and helpful hints that will make a participant's experience more enjoyable.

***PARTICIPANT(s) refers to any person(s) on the skatepark property, including both skaters and non-skaters.**

Serious JuJu Skateworks, Inc. is a non-profit youth organization that seeks to support children from all backgrounds and empower our youth to develop the qualities needed to become responsible citizens and leaders through skateboarding.

The purpose of Serious JuJu Skateworks, Inc. is to promote character development in young people by instilling awareness, respect, resilience, innovation, self-esteem, responsibility, and kindness.

Serious JuJu Skateworks, Inc. is a non-profit organization. We are responsible for raising all of our own funding which we do through individual giving, fundraising, grants, planned-giving and an giving campaigns.

Participation

Participation at the skatepark is open to all youth without regard to race, color, religion, or national origin. Consent is required by a parent or legal guardian for an individual under the age of 18 to participate. Waiver forms are required for each participant, both skaters and non-skaters.

Fees: Serious JuJu Skateworks, Inc. does not charge for regularly scheduled skateboarding sessions.

Registration for our special programs is open to our regular participants first, and if all spaces are not filled at that time, registration will be open to the general public. Refundable deposits are occasionally required for special programs. Special program scholarships will be made available for individuals wishing to participate and lacking the funds to make the required deposit.

We are not responsible for your child's supervision until your child is signed in by a staff member or volunteer at the skatepark. As we are not a daycare facility, we do not have the capacity or staff training to provide assistance with youth needing help in the bathroom, cleaning themselves or

changing clothes. All participants must have the ability to address these needs themselves. Participants under the age of 7 years old must be supervised by their parent or an adult guardian at all times while at the skatepark. Serious JuJu Skateworks, Inc. reserves the right, under the discretion of the Skatepark Operations Manager to require adult supervision for participants 7 years of age and older.

Examples of discretionary rationale to require adult supervision of participant 7 years of age and older include but are not limited to:

- Participants inability and/or unwillingness to follow the directions of skatepark staff and/or volunteers.
- Participants inability and/or unwillingness to adhere to skatepark rules and/or policies.
- Participants inability and/or unwillingness to manage themselves in a safe manner.

Meal Policy

Serious JuJu Skateworks, Inc. is committed to providing a nutritious meal and/or snack to participants at every regularly scheduled skate session. Ingredients are determined daily based on supply and therefore Serious JuJu Skateworks, Inc. does not accommodate special dietary needs and/or restrictions. Participants with special dietary needs and/or restrictions are encouraged to bring their own foods. Refrigeration is available as needed. The skatepark kitchen area is equipped with a microwave that may be used by participants with permission from skatepark staff or volunteers.

Capacity Policy

Daily skate session capacity determination is made at the discretion of the Skatepark Operations Manager and in their absence, the senior ranking staff or volunteer onsite may make the determination. The skatepark capacity will be limited to no more than 30 skaters during skill-level-based skate sessions and no more than 20 skaters during skate sessions that allows all skill levels to participate simultaneously. Once the skatepark reaches capacity, it will be at the sole discretion of the Skatepark Operations Manager, and in their absence, the senior ranking staff or volunteer onsite to determine the needed action. Actions may include but are not limited to the following:

1. Skate groups may be established to allow skater participation in intervals.
2. Participants may be denied access to the skatepark when capacity limits have been reached.

Hours of Operation

Serious JuJu Skateworks, Inc. will post it's hours of operation on the website: www.seriousjuju.com. Serious JuJu Skateworks, Inc. reserves the right to change its hours and days of operation based on need and/or economic circumstances. If such changes occur, updated hours of operation will be posted on the Serious JuJu website in advance. Additionally, there may be days when it is necessary to close the skatepark due to unforeseen circumstances such as emergency repairs, inclement weather, etc. As soon as we confirm any of those dates, we will post notices at the skatepark and on social media.

Inclement Weather Conditions Policy

The skatepark will remain open during most periods of inclement weather; however, where extraordinary circumstances warrant, the Serious JuJu reserves the right to close the facility. Staff, volunteers, participants, board members are encouraged to follow Serious JuJu on social media and check for telephone contact during periods of adverse weather to find out if the facility is open or closed.

Holidays

The skatepark will be closed the following holidays: Thanksgiving Day & the day after, the week of Christmas, the week of New Year's, Memorial Day, and Independence Day. **This is not an inclusive list and is subject to change dependent upon community and staffing needs.**

Volunteers

We welcome and need both youth and adult volunteers to assist us with our programs. All regular volunteers must pass a background check and adhere to a schedule set by the Skatepark Operations Manager and/or Executive Director. Volunteers are also required to read and agree to adhere to the policies outlined herein.

Pick-up Procedure

All parents/guardians are required to enter the building to pick up their child. Participants under the age of 18 will not be allowed to wait outside to be picked up. Participants under the age of 18 who have permission to walk home must have a signed release from their parent or legal guardian and/or the parent or legal guardian must discuss it with the Skatepark Operations Manager.

Pick-Up Policy

Please remember that the skatepark has very specific hours of operation. Participants need to be picked up by closing time. 30 minutes after closing your child will receive a minimum suspension of 1 day. After one hour, without contact from a parent or guardian the authorities will be notified. If you are late **more than 3 times**, you must schedule a meeting with the Skatepark Operation Manager before your child may return to the skatepark.

Illness Policy

If a participant is too ill to attend school, then they are too ill to attend the skatepark. We do not have the staff to attend to sick children nor a place for them to rest quietly. If a participant becomes ill while at the skatepark, the parent/guardian will be contacted and will be required to pick up their child immediately. This is not only for the comfort and safety of your child but the well-being of all of our participants, staff, and volunteers. **Staff and volunteers are NOT permitted to administer medication to youth.** As of Fall 2021 Serious JuJu Skatepark, Inc. does not require masking in any of the programming spaces we are occupying. If an individual's temperature is above 100.4, we ask that they refrain from participating at the skatepark until their temperature has been below 100.4 for a continuous 24-hour period. No individual who has been diagnosed with COVID, or exposed to a diagnosed positive case of COVID will be allowed at the skatepark. We ask that these individuals

refrain from participating at the skatepark until 5 days have passed from the date of exposure or the date of a positive test result- whichever time is longer.

Expectations of Our Participants

1. BE courteous to others, including staff, volunteers, and other participants.
2. BE respectful of yourself, others, and the skatepark equipment and facilities.
3. BE aware of and follow the rules of the skatepark as posted and/or given by staff and volunteers.
4. BE involved and engaged in a program or activity until it is completed.
5. BE helpful in cleaning up and putting away materials you use.
6. BE selective and choose only skatepark approved music or games. Violence, swearing, and sexual content is forbidden.
7. BE prepared. Wear appropriate clothing, shoes, etc. Follow the dress code.
8. BE ready to have fun!

Participation/Programming

All are encouraged to participate in all activities open to their skating skill level. The Serious JuJu skatepark is not intended as a hang-out for individuals uninterested in skateboarding.

Participation at the Serious JuJu skatepark is a privilege, and behavior that is disrespectful and potentially dangerous is not tolerated and may result in a verbal warning, time out, parent notification, suspension, and even immediate suspension, especially when the safety of another member is at risk. Decisions regarding discipline are final and at the discretion of the Skatepark Operations Manager and/or the Executive Director.

Determination of a Skater's Skill Level

Serious JuJu's regularly scheduled skateboarding sessions are classified based on skating skill definitions and determinations. Final determinations are at the discretion of the Skatepark Operations manager. These definitions can help a skater, or their parent decide which sessions and special events are right for each skater.

Level 1- Beginner: A beginner skater is probably generally new to skateboarding, as well, and has little or no experience on a board. They are learning fundamental skills like board control, tick-tocks, dropping in and more. They may not yet know park etiquette, like how to know when it's your turn, or how to communicate with the other skaters.

Level 2- Intermediate: An intermediate skater can drop in, transition, avoid hazards, and have some tricks in their bags and are ready to learn more. They understand skatepark etiquette.

Level 3- Advanced: An advanced skater has mastered the skill set of an intermediate skater, demonstrates control in all areas of the skatepark, can skate in crowded spaces, and demonstrates the ability to teach less skilled skaters skatepark etiquette.

Expectations of Our Staff Members and Volunteers

1. Will treat everyone fairly and consistently and in a professional manner.
2. Open communication regarding member's difficulties and accomplishments.
3. Be good role models for our participants.
4. Provide positive and supportive relationships.
5. Provide a safe environment on skatepark property and during Serious Juju activities.
6. Provide participants opportunities to increase skills in leadership, athletics, and in making healthy choices.
7. Provide participants personal enrichment opportunities.
8. To refrain from being under the influence of drugs or alcohol while on Skatepark property.

Expectations of Parents

1. All questions or concerns must be addressed to the Skatepark Operations Manager or Executive Director only.
2. Approach conflict with staff and/or other parents in a manner that is respectful and is not witnessed by participant or other children. If you have an issue with a staff person, please schedule a time to discuss it that is convenient for both you and the Skatepark Operations Manager or Executive Director. Remember, they have more than your child they are responsible for and cannot ignore other participants to meet with you.
3. **NEVER** confront one of our participants under the age of 18 who is not your own child. If you have a concern with one of our participants behaviors, please address an adult staff person and let them handle it. Treat others as you would want your child treated.
4. You are responsible for any damages that your child may intentionally or unintentionally cause to skatepark property.
5. Respond as quickly as possible when participants need to be picked up.
6. Maintain open communication with staff, informing us of any accomplishments or issues so that we may better serve participants.
7. Refrain from any physical punishment or verbal attacks of children on skatepark property.
8. Encourage your child to follow skatepark rules
9. Ensure that an up-to-date emergency contact is always available.
10. Expect your child to clean up the area he or she was using before leaving the skatepark.
11. Understand that the skatepark is not a day care facility but a resource for children and their families that provides enriching experiences through skateboarding.
12. To refrain from being under the influence of drugs or alcohol while on Skatepark property and while providing transportation to skaters.

Suspension

Violation of skatepark Rules and Regulations may result in a written warning, suspension or even expulsion from the skatepark, depending on the severity of the offense. It is up to the discretion of the Skatepark Operations Manager, if they determine the circumstances have compromised the safety of the participants, volunteers, and/or staff.

Rules

Skatepark rules will be posted at the front entrance of the skatepark. The Skatepark Operations Manager, Lead Skate Coach/Volunteer, or Executive Director reserves the right to instate additional rules to ensure the health and safety of participants, volunteers, and staff without advance notice.

Discipline Policy

Serious JuJu Skatepark, Inc. strives to keep the consequences for unacceptable behavior clear, appropriate, and timely. The safety of all participants, volunteers and staff is of utmost importance to us. Our standards, along with the expectation that all participants use good common sense, exist to ensure that your child and every other child at the skatepark can safely enjoy the skatepark's activities. Any participant who disrupts programs or creates a dangerous situation will be disciplined appropriately. Participants who do not follow rules can expect to lose privileges and face consequences. First-time offenses are never excused as such and will be handled based on their severity. Our staff makes every possible attempt to resolve discipline problems in a positive and constructive manner. At times, if necessary, discipline may include being written upon suspension. If asked to come and pick up your child, you must do so immediately. Only the Skatepark Operations Manager and Executive Director has the power to suspend a child.

Minor offenses: running in the building, eating outside the designated areas, horseplay, disruptive during program, unable to follow directions (these are offered as examples and not meant to be a comprehensive list) could result in:

1st Offense: Staff and/or volunteers will give guidance and redirection

2nd Offense: Staff and/or volunteers will give guidance along with small assignment to complete in order to produce healthy habits.

3rd Offense: Staff and/or volunteers will document, notify Skatepark Operations Manager or Executive Director, inform parent of the incident, and initiate possible disciplines and solutions that could include community service, writing assignment, and/or suspension.

Immediate Suspensions: Will range from 2 days to 4 weeks. This includes bullying, fighting, abusing skatepark equipment or property, inappropriate non-contact minor sexual behavior, possession of a knife, youth leaving the skatepark without a staff or approved adult, being in an unsupervised area, stealing, gambling, disrespecting anyone from a staff to another participant.

Indefinite Suspensions: Possession of a gun, threat with a weapon, hitting a staff member, vandalism, distribution of drugs or alcohol, sexual misbehavior, continuous misbehavior.

Personal Belongings

All personal belongings brought to the skatepark by a participant are the responsibility of that individual and/or their parent or legal guardian. Serious JuJu Skateworks, Inc. is NOT responsible for lost, damaged, or stolen items. Please discourage your child from bringing anything to the skatepark that is not completely necessary. Items that individuals bring to the skatepark should be clearly

marked with your name. Items that are not collected from our lost-and-found by the last Friday of each month will be donated to a local charity.

Dress Code

All participants must dress in a manner that allows safe participation in skatepark activities. Participants may not be allowed to participate in some activities they are not considered safe. Participants may be sent home if their attire is determined inappropriate by the Skatepark Operations Manager, Lead Skate Coach/Volunteer, or Executive Director.

- To meet safety requirements, skaters are required to wear close-toed shoes at all times.
 - Cowboy boots and heeled shoes are not acceptable for skaters.
- No skirts or shorts above mid-thigh
- No half-shirts or tops that are backless, strapless, or sheer

- No clothing that is demeaning
- No tobacco, alcohol or illegal substances may be depicted on any clothing.
- No vulgar or sexually explicit graphics or words on clothing.
- No gang symbols and/or attire
- No pants hanging below the belt line.

Telecommunications and Other Personal Devices

Serious JuJu Skatepark, Inc. discourages participants from bringing cell phones, personal gaming, and music devices such as MP3 players, IPODS, Game boys, Nintendo DS, etc. to the skatepark or any related activities.

Any inappropriate texting or sexting (inappropriate picture mail) is illegal and will be investigated and the incident will be turned over to the proper authorities.

Safety

Safety is always Serious JuJu Skateworks, Inc.'s primary concern. The skatepark policies and procedures are designed to facilitate effective monitoring and supervision in order to keep participants, staff, and volunteers safe from harm, including abuse, and false allegations thereof.

- Only Serious JuJu staff may open doors to the public.
- In the event of an emergency evacuation, the person listed as the member's primary contact will be notified by phone.
- Staff and volunteers are prohibited from using physical punishment. Staff and volunteers will not abuse participants in any way, including (but not limited to): physical, verbal, sexual, and mental abuse, and neglect.
- Serious JuJu Skateworks, Inc. is a drug and alcohol- free environment.
- Staff and regular volunteers must pass background checks before working with participants.
- Participants, staff, and volunteers of all ages are prohibited from engaging in the following: hazing, bullying, derogatory name-calling, Truth or Dare or similar games, ridicule or humiliation, sexual activity.

Inappropriate Language

Restrictions against inappropriate language apply to public messages, private messages, and materials posted on Web pages.

You will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful forms of communication. This applies to verbal and written language, diagrams, photographs, representations, videos, or any other form of communications.

You will not post information that could cause damage or danger of disruption. You will not engage in personal attacks, including prejudicial or discriminatory attacks. You will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If you are told by a person to stop sending him or her messages, you must stop. You will not knowingly or recklessly post false or defamatory information about a person or organization.

Social Media

Please remember that a person's online presence, including his/her Facebook profile, serves as a public representation of his/her lifestyle and priorities, and that parents, staff, and participants may be able to access this information. The following guidelines apply to all Serious JuJu staff and volunteers and both JuJu sponsored social media and personal use as it relates to Serious JuJu. "Social media activity" is intended to include all types of online posting and communication.

Your social media activity is subject to all relevant provisions of this Handbook. You should not make knowingly false statements about Serious JuJu, its employees, affiliates, participants and/or partners.

You are welcome to identify their affiliation with Serious JuJu on social media. However, unless you have received prior written authorization from the Executive Director or the Board Chairman, you shall not represent, directly or indirectly, that you are authorized to speak on Serious JuJu's behalf, or that Serious JuJu has reviewed or approved the published content. If posting about Serious JuJu, you should include a disclaimer such as: "The views expressed in this post are my own. They have not been reviewed or approved by Serious JuJu." You should write in the first person and never use a Serious JuJu email address for private communication. You are personally responsible for any content they publish online.

You shall not use the Serious JuJu logo or proprietary graphics without the express prior authorization of the Executive Director or Board Chairman. You must not produce their shirts, mugs, fliers, or any other materials representing Serious JuJu without express prior authorization of the Executive Director or Board Chairman.

You are prohibited from posting any skatepark-related content regarding non-public financial or operational information; personal information about employees, donors, or participants; any

legal matter related to Serious JuJu; any material or information subject to copyright; internal communications not intended for public disclosure; and any information reasonably considered "confidential." Only authorized staff or volunteers may post any picture on social media in which a specific participant can be identified.

As representatives of Serious JuJu, you should practice professionalism and appropriateness online. Failure to adhere to this Policy may affect re-hire and/or volunteer status and references for future opportunities, in addition to constituting grounds for disciplinary action, including termination from employment and/or release from volunteer duties.

Respect for Privacy

You will not re-post a message that was sent to you privately without permission of the person who sent you the message. You will not post private information about another person.

Inappropriate Access to Material

You will not use the Serious JuJu network to access material that is profane or obscene (pornographic), that advocates illegal acts, or that advocates violence or discrimination toward other people (hate literature).

Your parent or guardian should instruct you if there is additional material that he or she thinks would be inappropriate for you to access. Serious JuJu Skateworks, Inc. fully expects you to follow your parent's or guardian's instruction in this matter.

Illegal Activities

You will not attempt to gain unauthorized access to Serious JuJu's network or to any other computer system through the Serious JuJu network. This includes attempting to log on through another person's account or access another person's files. These actions are illegal, even if only for the purpose of "browsing".

You will not attempt to make deliberate attempts to disrupt the computer system or destroy data by spreading computer viruses.

You will not use the Serious JuJu network to engage in any illegal act, including but not limited to arranging for the purpose or sale of drugs or alcohol, engaging in criminal activity, or threatening the safety of another person.

Liability and Reasonable Care

All participants are required to sign a Waiver & Release Form annually prior to being allowed to participate in activities at Serious JuJu. Montana law limits liability in sport and recreational activity under 27-1-753, M.C.A. Serious JuJu is not a daycare facility and will not be held to the standards of liability of such. Participants and their legal guardian(s) are solely responsible for their own care, safety and well-being prior to arriving at the skatepark, while on the skatepark

property, and upon departure from the skatepark.

Reasonable care is "the degree of caution and concern for the safety of the self and others an ordinarily prudent and rational person would use in the same circumstances." Serious JuJu requires that all participants adhere to all rules, policies, and expectations expressed throughout this handbook, posted at the skatepark, written in Serious JuJu documentation, and or articulated verbally by Serious JuJu Staff; including but not limited to the following skatepark rules regarding minors:

- Minors are not allowed to open doors to the public.
- Minors are not allowed to loiter outside the skatepark unsupervised by their legal guardian(s).
- Minors may not leave the skatepark without supervision or consent from their legal guardian(s).

Additionally, Serious JuJu shall not be held liable for harm, injury or damage that may occur as a result of a participants disregard and/or unwillingness to follow the rules, policies, procedures, and/or expectations.