

VILLAGE OF RIDGEWOOD DEPARTMENT OF PARKS AND RECREATION

131 N. Maple Ave, Ridgewood, NJ
www.ridgewoodnj.net/communitycenter

THE RIDGEWOOD COMMUNITY CENTER - RULES OF CONDUCT

The Ridgewood Community Center, consisting of the Anne Zusy Youth Lounge, Pat Mancuso Senior Lounge, Garden Room and kitchen area, is dedicated to providing a safe, pleasant environment where the entire community is welcome to enjoy recreational activities, socialize, and attend programs and events. The following standards of behavior have been established in cooperation with the Ridgewood Police Department, Health Department and Village administration, and apply to all Community Center visitors.

Please be aware:

- Community Center rooms will be locked when staffing by the Parks and Recreation Department is not present.
- Children under the age of 18 cannot be unattended in the Community Center, unless under the direction of Parks and Recreation staff during instructional and/or supervised programs.
- Adults attending instructional classes and/or scheduled events must sign in for that particular program on the sign-in sheet provided.
- Use of the tables games in the Anne Zusy Youth Lounge are for use by Ridgewood adult residents 18 years and older only, and their guests. All users must sign in and out using the sign-in sheet provided. Proof of residency must be provided when requested. Non-compliance can lead to removal from the Community Center.

Personal Item:

- All items brought into the Community Center are subject to inspection. The Community Center is not responsible for lost or stolen property. Patrons must keep personal belongings to themselves. Items left unattended are subject to removal and discard, or will be taken to the Police Department on the 2nd Floor of Village Hall.
- Private business meetings and transactions are not permitted in the Community Center.
- Proper attire including shoes and shirts is required. No cleats permitted.
- Maintain personal cleanliness and good hygiene. Body odor must not be so offensive so as to constitute a nuisance to other persons.
- Food is permitted in the kitchen area and the Senior Lounge, but not in the Anne Zusy Youth Lounge.
- Animals are not permitted except service animals or animals under supervision by Law Enforcement.
- Non-public areas may be entered by the general public with staff permission only.
- Patrons may not film, photograph or interview other patrons in the Community Center, unless with written approval of the Ridgewood Parks and Recreation Department Director or the Village Manager.
- Bicycles should be parked only in designated bicycle racks. Skateboards, rollerblades or the like are not allowed.

To preserve safe and proper functioning of the Community Center, please do not:

- Engage in disruptive conduct *including* loud talking, rude language, making noise, running, pushing, and fighting. Please respect designated work areas.
- Interfere with anyone's use of the Community Center, materials or services or with the Community Center's personnel's performance of their duties.
- Use computers or other media to display graphics or materials that are explicitly violent, obscene, pornographic, or harmful to others.
- Use electronic devices in a manner that disturbs others. Do not play audio equipment so that others can hear it. Talking on cell phones is permitted, provided such use does not disturb others. Do turn off ringers when entering instructional classes, programs and events.
- Sleep or lie down on the floor or furniture.
- Misuse the restrooms, e.g. as a laundry or bathing facility.
- Move or misuse furniture, e.g. sitting on work surfaces or putting feet on chairs. Open/close windows (performed by staff only).

Any conduct violating federal, state or local statutes/ordinances, or that creates a safety threat, could have legal repercussions. Such conduct includes but is not limited to the following prohibited activities. Do not:

- Harass or threaten Community Center users or staff, verbally, physically or sexually.
- Engage in sexual activity, contact or assault or any act of lewdness or exposure prohibited by N.J.S.A. 2c:14 through 2c:14-8 or any other physical contact or sexual activity which is inappropriate in a public place.
- Carry a weapon into the Community Center, unless authorized by law.
- Steal, damage or mark Community Center materials, premises or equipment.
- Possess, use or be under the influence of alcohol or illegal drugs.
- Smoke, vape, or use of matches or lighters within seventy-five (75) feet of the Community Center.
- Use fire exits, except in emergency.

Community Center patrons violating any of these rules are subject to immediate loss of Community Center privileges and/or legal proceedings, which may include police intervention and arrest. Longer term loss (suspension or revocation) of privileges shall be determined by the Ridgewood Parks and Recreation Director through a written notice, to be delivered in person within the Community Center and/or sent by certified mail to the patron's last recorded address.

Patrons who wish to appeal their loss of privileges may submit a written letter of appeal to the Community Center Advisory Board within ten (10) days of issuance of the Director's notice. Written appeals shall be forwarded to the Village Manager of the Village of Ridgewood, who will convene a meeting with Village Council and make a determination within thirty (30) days. The decision of the Village Manager is final.

Approved by the Community Center Advisory Board, March 28, 2019