

Policies & Procedures

- **Attire**—Non-marking sneakers are required by any participant in gym activities. Shirts must be worn in all areas. Undergarments must be covered up.
- **Cancellations**- Classes may be canceled due to the lack of enrollment. All those registered for such a class, may receive credit toward another program or receive a refund. In the event of inclement weather, some programs may be canceled.
- **School Aged Youth Using Facility- UPDATED!**
School age youth are not allowed to use the building during school hours. Regular youth hours start at 2:45pm. Children 10 years and under must leave the Rec. at 6pm, and children 11 & 12 years old must leave the gym at 6pm and go to the game room or sit in the lobby until 7pm, unless they are with a parent or adult who is directly supervising them or engaging in the same activity. Children less than the **fourth grade** may not be dropped off to use the building, unless they are attending a structured class or team practice. Youth grades 4th-5th will not be allowed outdoors unless directly supervised by a staff. Youth grades 6th & up will be allowed to leave the building, but only use outdoor areas under direct staff supervision. 6th Grade & up are allowed to leave the Rec. Department grounds.
- **Eligibility Requirements** - Most of our programs are offered at three different rates, which includes 2 rates for members and 1 rate for non-members. A few programs & facilities are limited to members only, for example the exercise room is limited to members. We also have some programs that are limited to resident members first, such as summer camp.
- **Individuals without a SRD ID**— Any person who does not have a current SRD ID Card must stop at the main office to sign in and pay the appropriate drop-in fee. Anyone 15 years old & older, must show other ID such as a driver's license or school ID.
- **Refund policy** – Some programs have a minimum and maximum number of participants set, in order to begin operating classes. Refunds are allowed one week prior to the class starting. Credit may be given in some situations.
- **Handicapped Access** – The community center is handicapped accessible. Sinks, playground, etc. meet ADA standards.
- **Checks with Insufficient Funds** – Any person using a check to pay for services & items, must understand that they are responsible for any bank charges and the amount of the check. These fees must be taken care of before they can sign up for any additional programs.
- **Dogs on the Property**- Dogs are not allowed in the community center and/ or on the property. This does not apply to medical assisting dogs.
- **Lost & Found** – We try very hard to give people an opportunity to reclaim their lost item. Check at the main office and at our lost & found cage. The Rec. Center is not responsible for lost, stolen or damaged property.
- **Skateboards, bicycles, roller blades & scooters**— Are not allowed outside in the main driveway area, in the front walkway/entrance or in use anywhere inside the building. The only non - Seabrook Recreation Department equipment that is allowed are basketballs (Basketballs MUST be clearly marked with the owner's name.)