



City of Santa Fe Recreation Division

Patron Code of Conduct Violation Form to Serve to Patron

Name & Title of Staff Member Completing this Form: _____

Site: GCCC Ft. Marcy Salvador Perez Bicentennial Other: _____

Violator's Name: _____

**Below is the Patron Code of Conduct that is posted at all recreation sites throughout the City.
Circle and mark with written description(s) each infraction:**

The Recreation Division strives to provide a friendly, safe, respectful and enjoyable family atmosphere for all patrons. In order to maintain a pleasant environment, all Recreation Division patrons must refrain from the following list of infractions, which should not be construed to be a complete list, but rather is representative of the types of behaviors that are deemed to be unacceptable. The Following Will NOT be tolerated:

1. Actions interfering with or disrupting the ability of staff to provide a safe, family environment.
2. Failure to follow staff directions.
3. Being under the influence of alcohol or drugs resulting in even the slightest degree of impairment, or dealing or possession of illegal substances.
4. Use of foul, offensive or abusive language.
5. Harassment, intimidation or any other type of behavior that interferes with someone's ability to use the center, including sexual harassment and creating a hostile environment for others.
6. Any physical or violent altercation with another person or staff.
7. Bringing any type of weapon into a Recreation Division Facility, or onto the grounds of the facility.
8. Disregarding posted rules and misuse and or abuse of facility equipment.
9. Causing physical damage to anyone's personal property.
10. Theft of property belonging to other patrons or staff.
11. Disruption of public or private activities.

Towards this goal, staff of the Recreation Division is committed to ensuring that all patrons follow the Code of Conduct so that nothing interferes with or disrupts our ability to provide a safe family environment. When patrons fail to abide by the Code of Conduct, staff may ask a patron to leave the facility for a set period of time, up to and including permanent suspension. In the event that an individual fails to follow staff direction, the Santa Fe Police Department will be contacted for assistance.

ACTION TAKEN:

- Verbal Warning Written Warning
- Suspension 1-Day authorized by staff member: _____
- Suspension up to 30 Days authorized by Recreation Complex Manager (written appeals made to Division Director)
Suspension beyond 30 Days authorized by Division Director (written appeals made to Department Director)
- Staff Authorizing Action: _____ Date: _____
- A copy of completed form was sent to Complex Manager, Division and Department Directors