

# Manchester Youth Zone

## Respect Agreement



Every person at Manchester Youth Zone agrees to respect

- Yourself
- Others
- The building
- The equipment

**If a young person disrespects any of the above...**

If the incident cannot be sorted there and then, two members of staff will take the young person into a quiet space to discuss:

- Why the young person thinks they have been brought into the room (check their understanding)
- The young person's side of the story (this is important as they may not realise that have done wrong)
- A verbal behaviour agreement... remind the young person of our Respect Agreement (and monitor them)

If the member of staff is satisfied by the young person's responses during this discussion they will let them back into the session and complete an Incident Form to record the details.

If this conversation is not productive there are two options:

- 1. For minor issues** For example, swearing, toy fighting, ignoring staff requests.
  - After speaking to the Lead Staff to gain approval, the member of staff may ask the young person to leave the session and state that they are happy for them to return another day and arrange an informal chat prior to them participating in the next session.
- 2. For more serious issues** For example, purposely damaging equipment, displaying aggressive, violent, or threatening behaviour or attitude, displaying discriminatory behaviour or attitudes (sexist, racist, homophobic etc.) or repeated minor issues on the same night.
  - The member of staff must report the incident to the Lead Staff and they will ask the young person to leave the building and tell them they are being given a 2 week cooling off period (there is a discretionary 4 week cooling off period for dangerous or criminal behaviour, this can only be given after agreement in gained from the Youth Work Coordinator), during which the young person cannot attend any sessions. At the end of the cooling off period, if necessary they will be contacted and invited in for a discussion about re-accessing Manchester. If they young person is aged under 16 a parent /carer will also be invited.

If a young person under the age of 16 is asked to leave, staff may inform their parent/carers.

**For young people who persistently break the respect agreement**

- Staff may create a Behaviour Agreement that the young person (and parent/carers if they are under 16) must sign

**Respecting our community - moving young people on**

- For the safety of building users and to preserve the reputation of Manchester Youth Zone we ask young people not to congregate or loiter outside the building. A member of staff may ask the young people to either come into the centre or stay out for the rest of the session and move on.
- If a young person chooses to stay outside the building and refuses to move on when asked to do so then they may be given a cooling off period. The length of this period will be dependent on the young person's attitude and behaviour whilst outside the building and when engaging with the staff.

Manchester Youth Zone reserves the right to refuse entry or re-entry to any person even if they have paid an entry fee earlier in the session. No refunds will be made when a young person is asked to leave for breaking the Respect Agreement.