



Welcome to Compass.

**In order to provide a safe and respectful environment for all who use this center,
we ask ALL guests to abide by these rules.**

If you do not abide by these rules, you will be asked to leave the center.

1. **CONFIDENTIALITY:** Please respect the confidentiality and privacy of all community members using the center. There is no use of camera or AV equipment unless such activity has been approved by Compass staff. Who you see here at the center, and why they are here, stays at the center.
2. **THEFT AND VANDALISM:** Please respect the property of the center, our visitors, staff and volunteers. Do not damage, destroy or take center property or the property of others.
3. **DISRUPTIVE OR THREATENING BEHAVIOR:** Do not physically, verbally threaten, or harass any person, in any way. Fighting or disturbing others through noisy or boisterous activities, or in any other way creating a disturbance which is disruptive or dangerous to others or the daily activities of the center is prohibited. All persons involved in fighting or disruptive behavior will be dealt with swiftly and seriously, including notifying the police and/or being removed from the center. The center expects community members to resolve conflicts peacefully.
4. **RESPECT:** Using racial or ethnic slurs, making disparaging remarks about others' identities (sexual orientation, gender identity/expression, disability, religion, etc.), name-calling and making lewd gestures are all examples of profanity and will not be tolerated at the center. Also not tolerated is the use of sexually explicit language or obscene gestures that are likely to upset or disturb the peace of staff, clients, volunteers or visitors. Individuals failing to be fully clothed or wearing apparel that displays hate for a group of people will also be asked to leave.
5. **ILLEGAL ACTIVITY:** Committing any unlawful act inside or outside of the building, including the parking areas, will not be tolerated and the police will be called. This includes possession, use, or sale of illegal drugs, weapons or contraband, or assembling for the purpose of disturbing the public peace.
6. **SOLICITING:** Soliciting, for any purpose, including asking for money, contributions or donations unless such activity has been approved by center staff is not allowed.
7. **ILLEGAL DRUGS OR ALCOHOL:** Alcohol and illegal drugs are not allowed on the premises. Being under the influence of alcohol or drugs is not permitted. Any person found to have alcohol or illegal drugs, or who is suspected of being under the influence, will be removed from the center and the police may be called. For those seeking assistance, the staff at Compass are equipped to provide referrals for alcohol or substance use help.
8. **SAFETY AND ACCESS:** Avoid running, skating, rollerblading, skateboarding, or bicycling on the walkways or inside. Please do not block hallways, handicap ramps or emergency exits or obstruct or interfere with the free flow of pedestrian/wheelchair traffic.
9. **CLEANLINESS:** Please help keep the center clean and pick up after yourself. This means only discarding trash in designated trash/recycle receptacles. Please do not leave or store personal property unattended for any length of time. There is no sleeping or putting your feet up on the furniture and bench seats at any time. No food or drinks are allowed in the Cyber center, at any time. Eating should be done at the tables in the Great Hall, and not on the couches or on any carpeted areas throughout the center.
10. **SMOKING:** The center is a smoke-free space. Vaping and smoking other than in designated smoking areas located outside (ramp walkway), or within 25 feet of the center entrance, is not allowed. Please dispose of your cigarette butts properly in the smoking receptacle located on the wall at the top of the ramp walkway.
11. **ANIMALS:** Animals are allowed in the center under limited conditions. Animals must be on a leash at all times and under the control of the owner. Animals that are causing disruptions, acting aggressively or being disruptive in the center will be asked to leave by Compass staff. Service animals will be permitted as long as the above conditions are met. All responsibility for any damage, mess, or incidents that occur while the animal is in the center will be solely upon the owner to correct.
12. **CENTER AND MEETING SPACE USE:** The center's restrooms are for use by guests and clients of the center, only. They are not for use by the general public. Please do not walk in on any closed doors or meeting rooms that are occupied. Do not post or distribute flyers or notices without prior approval from center staff. All groups or individuals who need to move chairs or tables are expected to reset the room in the manner in which they found it. **All groups, visitors, and facilitators must check with the front desk or the staff on duty for room availability - no exceptions.**

Compass provides services and community support to all people regardless of status, belief, or identity. We treat all clients and community members with respect and kindness, and we expect all people using our center to do the same for others.

Any questions, comments or concerns about our commitment to keeping the center safe and for the enjoyment of everyone, please feel free to speak to a staff member or send an email to directors@compassglcc.com.