

Restroom Policy

Adult-Only Restroom Available

The Boys & Girls Club of Greater Ventura is committed to providing a safe environment and enforces the following restroom policy for members, staff, volunteers, and other adults. The facilities located at:

E.J. Harrison Family Youth Center – 11321 Violeta, Ventura, CA 93004
Bill LeFevre Center – 1929 Johnson Dr., Ventura, CA 93003

include designated restrooms for members, and a separate restroom designated for adults. Adults, including staff, volunteers, and any other adult in the Club, shall not utilize the member restrooms. The member restroom facilities are for youth only.

Westview 3 Center Procedures – 336 W. Flint Street, Ventura, CA 93001

This center has two single user bathrooms. One is designated for Staff only and the other for Youth only. Each is a single user bathroom. The doors should be open when not in use. Staff need to pay attention to make sure that only one youth uses the bathroom at a time.

Westview 1 Center Procedures – 1187 Riverside Street, Ventura, CA 93001

This center has two single user bathrooms. One is designated for Staff only and the other for Youth only. Each is a single user bathroom. The doors should be open when not in use. Staff need to pay attention to make sure that only one youth uses the bathroom at a time.

No Adult-Only Restroom Available

The main restrooms located at the **Oak View Teen Center** are designated as Male and Female restrooms. There are no separate restrooms for the general use of adults on the premises.

Because the main restroom that our members use is in a shared use facility and is used by other Adults and Staff in our program, we will use the following procedures to ensure the safest environment possible for our youth.

Oak View Teen Center Procedures – 18 Valley Rd., Oak View, CA 93022:

When Staff and Members Are The Only Ones in the Building

Teens must tell staff, in their program area, when they are using the restroom. That staff must pay attention to the duration of their absence and if they are gone too long, communicate to the staff in charge to check on them.

If staff need to use the restroom, they communicate this to the rest of the team by way of walkie-talkie. If a different staff has sent members to the restroom, they communicate that fact. Once the teens have returned to their program area, walkie-talkies are used to let the

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staff know that they can use the restroom. No members are allowed to use the restroom, until the staff who uses the restroom gives the all clear that they have left the restroom.

When Other Non-Staff Adults Are in the Building

If other adults are in the building, the Branch Manager (or other staff in charge) will check the restroom to make sure that no adults are in the restroom. If they are, the staff waits outside of the restroom until all adults have exited. They then notify the staff that it is o.k. to send the teen to the restroom. That Branch Manager (or other staff in charge) will remain outside of the restroom to make sure that no adults enter while a teen is using the restroom.

Accommodations for People who are Gender Non-Conforming

Restroom space will be made available for Gender Non-Conforming Members, Staff & Volunteers. Youth safety procedures are the same as above.

Field Trip and Public Restrooms

On a field trip when public restrooms must be used by members, the following procedures must be followed by staff:

- Staff supervision - staff shall supervise the use of public restrooms by members as determined by the occupancy (size) of the public restroom. In all cases, staff shall be near enough to the restroom entry to hear or see and respond to a problem.
- Single-person occupancy restrooms - staff shall verify that the restroom is unoccupied and remain near enough to monitor the restroom while a member is using it.
- Two-person occupancy restrooms - staff shall verify that the restroom is unoccupied and remain next to the door, while a member or members are using it.
- Large, multiple person occupancy restrooms - at least (a) two members and one staff or (b) one member and two staff shall occupy the restroom while a member or members are using it.

Restroom Monitoring & Inspections

All restrooms located on Club premises will be regularly monitored by designated staff at a schedule set by Club leadership. Monitoring includes walk-throughs and inspections.

Please note that this is a living document and may be updated from time to time as needed.