

NOVA LABS MINOR POLICY

Nova Labs, a non-profit 501(c)(3), is an all-volunteer makerspace, founded in 2011 with the purpose of empowering our community to Rediscover the Joy of Making Things across all age groups! Members enjoy 24/7 access to our 10,500 sq. ft. facility that include classrooms, workspace and an extensive shop that include both common tools and advanced fabrication equipment.

As an active workshop, we strive for a safe environment; however, there are inherent risks of serious injuries associated with working at this facility. Due to the nature of our all-volunteer organizational structure, Nova Labs cannot take responsibility for parental supervision of a minor.

Policy Overview:

All minors (including guests of members) must meet three criteria to participate in any activity at Nova Labs.

- (1) *Admin:* A 'Liability Waiver and Safety Acknowledgement' Form must be signed by the Parent or Legal Guardian and must be on file before they will be allowed to attend classes or work on-site at Nova Labs. This includes camps and any external events involving children.
- (2) *Parental Supervision:* Parent or Legal Guardian must be present on-site and adhere to parental supervision requirements as outlined below or have an approved 'Parental Supervision Designation Waiver' form on file as discussed below.
- (3) *Minor Tool Use:* If the activity involves tools, some tools require that a certified adult provide technical/safety supervision of a minor when they are using those tools as detailed below; the parent may serve both roles if they meet the tool sign-off requirements.

Under Virginia Law, there is no liability for an injury to or death of a participant in a project activity conducted at this location if such injury or death results from the inherent risks of the project activity.

Inherent risks of project activities include, among others, risks of injury inherent to land, equipment and tools, as well as the potential for individuals to act in a negligent manner that may contribute to injury or death. By participating, individuals are assuming the risk of participating in the project activity.

Parental Supervision Policy: Nova Labs requires all minors to be supervised by a Parent or Legal Guardian while on-site at Nova Labs facility. This requirement is separate and in addition to the requirement for a Certified Adult to be present when minors are using certain sign-off tools. Only a Parent or Legal Guardian may provide parental supervision of a minor; Exceptions may be made in writing as explained in our waiver policy below. Parental supervision requirements are broken down by age in the following table:

Age Range	Parental Supervision Standard
0-11 years old	Parent/Guardian must be in-sight with immediate physical access
12-15 years old	Parent/Guardian must be in-sight
16-17 years old	Parent/Guardian must be present at the facility

Minor Tool Use Policy: In addition to meeting the Parental supervision requirements, Minors must adhere to our Minor Tool Usage Policy outlined in the table below. Nova Labs codes all tools into

GREEN, YELLOW and RED color categories based on risk of injury and complexity of use. GREEN tools can be used after passing green orientation, YELLOW and RED tools have their own individual sign-off classes.

No Child under the age of 8 shall enter the Nova Labs shops.

Age Range	Minor Tool Usage Policy		
	Green	Yellow	Red
8 - 11	May use if minor has passed Green Orientation and is supervised by Certified Adult	Observe Only from Greenway Area	Observe Only from Greenway Area
12-15	May use if minor has passed Green Orientation and is supervised by Certified Adult	May use if minor has passed all required sign-offs and is supervised by Certified Adult	Observe Only
16-17	May use independently if minor has passed Green Orientation	May use independently if minor has passed all required tool sign-offs.	May use if minor has passed all required sign-offs and is supervised by Certified Adult

Parental Supervision Waiver Policy: In some cases, a parent or legal guardian may want to designate another adult serve in their capacity and provide ‘parental supervision’ to their minor. This must be documented in writing and signed by both the parent and the adult designated to provide ‘parental supervision.’ The document must contain the contact information for the parent and be acknowledged by initials by the supervising adult. The form will designated the period for which the agreement is in place (not to exceed 1 year) and any limitations placed on the activities of the minor.

The waiver form is available at the front desk of Nova Labs and provides additional detail on the process. All active signed forms will be available in a binder at the front desk of Nova Labs.

Definitions:

Sign-Off Class: Classes at Nova Labs are generally either a training, project-based or a sign-off class. Sign-off classes teach proper tool usage, safety and require students demonstrate proficiency on specific individual tools. Once a member has successfully passed a sign-off class their sign-off status for that tool will be entered into the Nova Labs database. Tools are categorized into Green, Yellow and Red levels based on the safety risk and complexity of usage.

Green Orientation (GO!) Sign-off Class: This is the keystone basic Sign-off Class for green tools and serves as the basic entry point required before taking more advanced Yellow and Red tool sign-off

classes. This class is required of every Key Member, Associate, and Attendee who intends to use any tools at Nova Labs independently.

Minor: Anyone under the age of 18

Parent/Legal Guardian (P/LG): Biological or adoptive parent or a person who legally provides full decision-making responsibility for all personal and personal care decisions for the minor. Parents may designate

Certified Adult: Any associate or key member who has a current Sign-Off on an individual tool and is at least 18 years old MAY serve as the Certified Adult if they choose. A parent may also serve the roll of the Certified Adult if they passed Green Orientation and all required sign-offs for the tools being used.

Independent Usage: Sign-Off and practice unsupervised, contingent upon maturity level and parent discernment. May be revoked by Instructors/Stewards based on subsequent behavior.