

## **Nova Labs Policy Regarding Youth Programs**

For the purposes of this document, all guidelines are in reference to how minors interact in the 1930 Isaac Newton Square space leased by Nova Labs.

### ***Building Ingress/Egress:***

- Access to the space leased by Nova Labs will be by RFID badge reader access only, no numeric pad entry.
- Minors will not be given entry badges
- Only vetted adults will be given entry badges
  - Nova Labs leadership will perform the vetting process in a manner similar to the protocol for approving Key members
  - Background checks will be run for all FIRST coaches, as per the already approved proposal granting Key Access to Nova Labs Robotics coaches
- The shared lobby spaces of 1930 will not be used as meeting space for youth programs, youth will only use them for ingress/egress of the Nova Labs leased space and restroom access
- It is understood that the lobby and hallway spaces of 1930 are shared by multiple businesses and all passage through common areas needs to be done both quietly and without horseplay.

### ***Supervision of Youth Programs:***

- Coaches and mentors participate in mandatory training following [the standards of the national FIRST program](#)<sup>1</sup> at least once every twelve months

### ***Participation in Youth Programs:***

- Youth will not be allowed to meet in Nova Labs without direct supervision of an adult, as per the Nova Labs Minor Policy.
- As stated in the Nova Labs Minor Policy<sup>2</sup>, 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

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<sup>1</sup> See <https://www.firstinspires.org/resource-library/youth-protection-policy>

<sup>2</sup> See [https://nova-labs.org/wiki/media/minor\\_policy\\_20\\_may\\_2019.pdf](https://nova-labs.org/wiki/media/minor_policy_20_may_2019.pdf)

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.
- All parents of minors will be required to read and sign the Nova Labs Robotics Code of Conduct