



INTERNAL REGULATIONS

The present rules are established in accordance with the provisions of Law No. 1.355 of December 23, 2008, for a period of 99 years, for the creation of an Association called "CENTRE DE LA JEUNESSE PRINCESSE STEPHANIE" (CJPS), governed by the general principles of law applicable to contracts and obligations, as well as the provisions of these statutes.

The CJPS is governed by these internal regulations which apply to the Centre, its immediate surroundings, and all activities organized as part of its operations.

These regulations aim to strike a fair balance between the rights, duties, and obligations of all involved. They seek to provide children, through the adults responsible for their care and educational development, the means to thrive and develop their sense of responsibility and autonomy.

These rules are made available to families via the CJPS website: www.cjps.mc.

Registering a child at the CJPS implies full adherence by both the child and their family to these rules and a commitment to fully comply in a climate of trust and dialogue.

Any registration at the CJPS implies acceptance of these internal rules.

Principle

The Youth Center was created to provide its young members aged 6 to 21 years with a place for meeting, sharing, leisure, relaxation, as well as socio-educational and socio-cultural activities.

Supervision

The Center is under the responsibility of the Directorate of National Education, Youth and Sports, as well as the Department of the Interior.

Permanent team

The Center's team consists of a director, four activity leaders, a versatile technician, and a reception employee.

Membership conditions

1 - Membership

Members of the Princesse Stéphanie Youth Center are aged between 6 and 17 and must meet at least one of the following criteria: be of Monegasque nationality, reside in Monaco, or attend school in Monaco. Membership is annual.

For Monegasque children or residents of Monaco: Provide a photocopy of a child's Monegasque ID (e.g., national identity card, passport) or a photocopy of the residence card of the parent/legal guardian.

For children attending school in the Principality: Provide a photocopy of the school attendance certificate or proof of schooling.

For a membership to be valid, the applicant must fill out a membership form including the required information, notably a "parental authorization" and a "permission to film/photograph," both to be completed and signed, as well as payment of the 60 € fee by credit card or cash.

2 - Exemption

An exemption request can be made only if a young person aged 6 to 17 does not meet any membership criteria but one of the parents works in Monaco. An exemption request can only be approved if the corresponding form is fully and correctly completed, especially regarding the parents' profession and employer. The activity leader receiving the exemption request must read it carefully, have it completed if necessary, then forward it to the director. The applicant cannot access the premises or participate in any activities before receiving a response from management.

Opening hours

Outside school holidays, the Princesse Stéphanie Youth Center is open year-round from Monday to Friday, 2:00 PM to 7:00 PM, and on Wednesdays from 12:30 PM to 7:00 PM. These hours may occasionally change as needed.

The only closure periods are the last three weeks of August until mid-September and during the year-end holidays.

During school holidays, the Center is open Monday to Friday, 2:00 PM to 7:00 PM, with specific programs and activities.

Activities

1 - School time

During school time, leisure activities are offered to all members, subject to availability, including workshops (guitar, hip-hop, theater, improvisation theater, percussion, yoga, circus, acrobatics, crafts, video editing, woodworking, and pottery) as well as a music section (drums, piano, and guitar).

There are also four Saturday events per trimester (cooking, modeling, and fishing). All these activities are supervised by the permanent team or external instructors.

Annual fees are as follows, payable by credit card or cash directly at the CJPS office:

- Workshop: €200 per workshop or €190 for a 2nd or 3rd workshop, or for siblings.
- Music section (piano, guitar, drums): €400, or €390 for a 2nd or 3rd workshop or for siblings.
- A 10% discount is granted to families with 2 children each enrolled in at least 2 workshops.
- Saturday events (quarterly): €270.

2 - School holidays

During all school holidays, a complete program is prepared and communicated to members and parents. These activities take various forms and may be aimed at specific age groups to best meet the expectations of the greatest number: week-long workshops (dance, music, crafts, etc.), day or afternoon activities (cooking, tournaments, large games, etc.), day or evening outings (nature, adventure park, karting, etc.). A financial contribution is requested for each half-day the child attends.

3 - Stays

During school holidays, several stays may be organized. Regularly, stays are proposed to our members during winter holidays, spring holidays, the Grand Prix, and three stays are organized during summer holidays.

Entry and exit procedures

No outsider may enter the premises. Families must accompany or pick up their children at the CJPS entrance door.

Parents who wish their children to leave the Center alone must check the corresponding box on the registration form.

Outside the Center, children are under the responsibility of the parent(s) or the person designated by the parent(s).

If the member does not have authorization to leave the CJPS alone, parents or the designated legal guardian must arrange to pick up their children during opening hours. The child will then be handed over to the parent, legal guardian, or authorized person by a CJPS staff member.

At CJPS closing time, management will take all necessary measures to ensure the protection of children still present in the Center.

Absences and lateness

Center members agree to contact the educational team if they cannot attend an activity or if they are late for an activity they are registered for.

Rooms

Depending on the organization of activities and events, the team reserves the right to close certain rooms. It is also forbidden to enter a room outside scheduled hours or to use equipment without permission from the educational team.

The presence of any outsider is prohibited during opening hours unless authorized by the educational team.

Cafeteria

The cafeteria is open every day during school periods. It offers snacks made from organic products to members. It is open daily from 3:30 PM to 6:00 PM. Additionally, during holidays, various snacks are offered daily to members.

Behavior

All Center members must behave appropriately and dress properly.

Cigarettes, alcohol, and dangerous weapons

Smoking, use of electronic cigarettes, and alcohol consumption are strictly forbidden within the premises. Similarly, the introduction of toxic and illicit substances, tobacco, electronic cigarettes, alcoholic beverages, and weapons is strictly prohibited inside the facility.

Insurance

Members' civil liability is covered by an insurance contract subscribed through our insurance company. Families are also required to subscribe to personal civil liability insurance and provide this information upon registration. In case of an accident during Center activities, families must contact the director within 24 hours to file the necessary reports.

Equipment

All educational and recreational equipment is made available to members. All members are invited to take care of it. It is important to tidy up after use. In case of damage to any object, the educational team must be informed.

Telephone

Mobile phones must not be used during the time spent in the facility. They may be used only in case of emergency.

Exclusion

In case of non-compliance with the discipline defined by these rules, the following sanctions may be applied:

- Verbal warning
- Reprimand
- Exclusion (decided by the Director and educational team, subject to the Board of Directors)

Engaging in dangerous or violent games is strictly prohibited. Any act of violence will result in exclusion.