

Makerspace Rules

Rockville Science Center (RSC) Makerspace
33F Maryland Ave, Rockville, MD 20850

We strive for the Makerspace to be a safe, productive, and fun environment for all residents of Montgomery County and surrounding areas. Participants recognize and agree that my use of the Makerspace facilities, tools, equipment, and materials is entirely optional and voluntary. Users are responsible for their own behavior and wellbeing. Participants agree to comply with all Makerspace policies, procedures, and rules, including but not limited to all Makerspace, guidelines, signage, and instructions. All participants agree to the following:

Minors and Young Children: Due to the potentially hazardous nature of the equipment available at the Makerspace, participants under the age of 16 must be accompanied by an adult. All participants under the age of 13, or other minors whose behavior requires supervision, are the responsibility of their parent/legal guardian/caregiver and shall not be left unattended in the Makerspace. Parental supervision is recommended for all minors, as the Makerspace contains potentially dangerous tools, equipment and materials. Children and teens whose behavior is deemed unsafe will not be permitted to use the Makerspace without adult supervision.

Photography, Video, and Media Permission: RSC staff and volunteers may use, without limitation or obligation, photographs or other media that may include participant's image or voice.

Confidentiality: Because the Makerspace is open for use by other individuals, participants recognize that confidentiality is not and cannot be promised.

Safety and Security

Clothing: Participant must wear appropriate attire at all times while at the Makerspace. Participants may not wear roller/wheeled shoes, open toed shoes (flip flops, sandals, Crocs, etc.) or transparent clothing in the Makerspace. Clothing must not display any graphics or text that is sexually explicit. Long hair, dangling jewelry, and baggy clothing must be pulled back and restrained when using equipment.

Personal Protective Equipment (PPE): Participant will wear supplied appropriate Personal Protective Equipment (ex. masks, safety glasses, gloves, etc.) as required for certain activities. Participant must always wear proper safety equipment in any zones or situation where grinding, sawing, drilling, or other activities where tools are operated that could cause eye, ear, or other bodily injury.

Participant Safety: Participant agrees to use the Makerspace facilities, tools, equipment, and materials in a safe way, and to utilize safety gear appropriate for each task in which they engage. If participant has any questions as to the proper or safe use of any tool, equipment, or material, they will not use the same until they have consulted with Makerspace personnel. If participant needs to do something that may be dangerous, they will first consult with Makerspace personnel. Participant must abide by any safety signs on equipment or posted in the facility, and will notify staff if they see anything that appears to be unsafe.

Accident Reporting: Participant will report accidents immediately to staff, regardless of severity, as well as any problems with equipment, tools, fire, or anything else of concern.

Dangerous Items and Weapons: Dangerous materials, flammable or explosive materials, firearms/replicas/firearm parts, explosives, and weapons are prohibited at the Makerspace and RSC storefront. Dangerous items may not be produced, and RSC reserves the right to define whether any item is dangerous or a weapon.

Alcohol, Drugs, and Medications: Alcoholic drinks and controlled substances are not allowed within the Makerspace. Participants will not use any tools, equipment, or machinery in the Makerspace when under the influence of any substance that may affect their ability to do so safely (including but not limited to cannabis, prescription medications, and over-the-counter medications). Any reasonable suspicion of use may result in termination of participation at the Makerspace.

Tobacco and Vaping: Participants are prohibited from using any tobacco or vaping products within the Makerspace, including the bathroom and entrances.

Responsibility for Medical Care: In the event that participant should require medical care or treatment for illness or injury sustained as a result of participation in Makerspace activities, participant agrees to be the sole party financially responsible for any costs incurred as a result of such treatment. Participant represents that adequate health insurance is in effect to cover any injury or illness suffered or damage caused while participating in activities at the Makerspace.

Use of the Makerspace

Sign in: Participant agrees to sign in when entering the Makerspace and to sign out when leaving.

Prohibited Projects: Projects that violate local, state, or federal law, that pose a threat or danger to the well-being of others, that violate intellectual property rights, or that contain sexually explicit content are prohibited.

Abusive or Disruptive Behavior: Participant agrees to not abuse other participants, staff, or the public in any way; be it verbally, physically, online, or otherwise. No discrimination of any form will be tolerated including age, gender, race, political affinity, religion, sexuality, or class. Participant is also prohibited from engaging in dangerous conduct (including the use of dangerous items), disorderly or disruptive conduct, dishonest behavior, or the harassment of other individuals.

Courtesy of Shared Areas: Participant agrees to keep noise levels at a respectful volume for the comfort and enjoyment of those in the surrounding area. No loud music or obnoxious noise will be permitted in the open work areas without the explicit permission of those around you. No fumes or flames are permitted in unventilated areas. Interruption of any official RSC activities, workshops, or classes in the shared spaces is prohibited. Participant agrees to stop any loud tool use when asked to, for activities such as a class or workshop in progress.

Class and Workshop Participant Use: Participants in classes or workshops may access only the areas, equipment, tools, and materials designated for the class or workshop they are enrolled in while it is in session. Student materials will be stored in designated areas and may only be stored for the duration of the class. All materials that remain after the class has ended may become property of RSC.

Safe Tool Use: Participant understands that the agreement to use proper methods and types of equipment shall be Member's entire responsibility. Participant understands that their work area within the Makerspace may be unsupervised and hereby warrants that he/she is capable of using the equipment in the manner for which it was intended. The user agrees that if any tool or piece of equipment becomes unsafe or in a state of disrepair, he/she will immediately discontinue use of the tool or equipment and notify a staff member.

Equipment Certification: RSC is pleased to offer our users access to a wide range of equipment and tools for their projects. Some equipment requires training from RSC staff before users will be allowed to use it independently. Requirements for training will be clearly posted on or near the equipment. Participant will not use any Makerspace tools or equipment that require prior certification (e.g., CNC machine, drill press, etc.) until in-person certification training with staff and/or volunteers is successfully completed and participant has received certification from RSC staff.

No Warranties on Produced Items: Participant agrees that RSC provides no warranties of quality, merchantability, or fitness for particular purpose or use concerning any project or items made using Makerspace equipment, tools or materials.

Tool Loaning and Material Usage: Participant agrees not to remove any tools or materials from the Makerspace without staff permission. Where materials are labeled as free to use, participant will use a reasonable amount for their project, and will ask RSC staff before taking the last of any type of material. Participant will check with RSC staff before using any unlabelled materials within the Makerspace.

Cleaning and Storage: Participant is responsible for cleaning up after self and for their personal items and projects, and agrees to take precautions to avoid causing unnecessary mess or damage in the Makerspace. Participant agrees to inform the RSC staff in case they are unable to return a work surface, tool or equipment to its original state. Participant is responsible for cleanup of participant's projects including clearing any debris from the tables and floor. Before leaving for the day, participant is responsible for ensuring tools are returned to designated locations, and that any personal property and/or projects are stored securely.

Your Property: Participant understands that they are responsible for properly monitoring and labelling anything brought into the Makerspace, and that RSC is not responsible for any lost, damaged, or stolen property. Participant may not damage, misuse, or deface any Makerspace property. RSC assumes no responsibility for unsecured personal property/projects. All items left at the Makerspace become the property of RSC, unless:

- They are stored in designated storage areas that are prepaid or provided by RSC staff, or
- The item has been explicitly loaned and recorded in our inventory, or
- You have written permission from RSC staff.

Violations and Fees

Violations: Makerspace staff, in their sole discretion, determine whether a rule, term, or condition was violated. In the event of a violation, member is subject to dismissal from the Makerspace without refund at participant's expense. If this occurs and participant is under eighteen (18) years of age, member's parent or legal guardian agrees to immediately pick up participant upon notification. Certain rule violations may result in participant being banned from using the Makerspace and/or participating in RSC activities.

Fees: Participant agrees that they shall be responsible to pay any applicable fees for use of MakerSpace facilities, tools, equipment, or materials, and for any and all damage, loss, or clean-up caused by their use of the same. Participant shall be solely liable and financially responsible for any damage sustained to RSC property resulting from negligent, reckless, or wrongful use during any activities performed at the Makerspace. Payment shall be made directly to RSC within thirty days of receipt of damage, or other mutually agreed upon written agreement. Participant is responsible for all costs associated with collection.