



## Code of Conduct

The following Code of Conduct applies to all members, non-members, participants and users of the Blaine Senior Center (“BSC”) facilities and programs.

The purpose of this code is to promote an atmosphere of harmony and understanding at the BSC. Participants are expected to respect and honor the rights and privileges of other participants and staff working at the BSC facilities.

The BSC staff will enforce the Code of Conduct in the BSC facilities. Staff members at the Senior Center are instructed to call 911 to respond to emergency situations.

Infractions of the Code of Conduct include, but not limited to, the following:

- Any conduct that obstructs a program or activity.
- Any conduct that is in violation of Federal, State and/or local law.
- Any conduct that infringes on the rights of other participants granted by Federal, State and/or local laws.
- Any conduct or use of language that is lewd, obscene or indecent.
- Any failure to comply with directions given to them by BSC staff, or Whatcom Council on Aging staff.
- Any actions that may inflict or the actual infliction of injury to other participants or staff.
- Any destruction, damage or theft of any property belonging to other participants, the BSC or the Whatcom Council on Aging.
- Any conduct of expression that intimidates or coerces others.
- Any personal hygiene that is offensive to others.

I have read, understand and agree to comply with the Code of Conduct for Blaine Senior Center.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature



## **Code of Conduct Enforcement**

The Blaine Senior Center (“BSC”) Code of Conduct shall be enforced by the BSC Staff or Board depending on the circumstances. Staff will follow progressive steps of enforcement as outlined below. Serious violations of the Code of Conduct that constitutes an immediate and apparent threat to the safety or property of others may, however, result in an immediate suspension or expulsion from BSC programs and activities.

The specific type and degree of enforcement shall be determined by the nature of the infraction. All infractions of the Code of Conduct will be documented in writing. Written documentation of these infractions and warning will be submitted by the Director to the BSC Board.

A first infraction of the Code of Conduct will usually result in a verbal warning. The participant and staff shall discuss the infractions and corrective action necessary to avoid repetition.

A second infraction will usually result in a written warning describing the infraction and the necessary corrective action. The Director of the BSC will forward a copy of the written warning to the BSC Board as appropriate.

A third infraction may result in a recommendation for suspension from participating in BSC programs and activities. Suspension must be approved by the Director of the BSC and/or the BSC Board of Directors. The participant will receive a written notice of suspension describing the infraction and outlining the terms of the suspension. Participants who violate the Notice of Suspension by returning to the facility will be trespassed.

An expulsion from participation in the BSC activities and programs may occur when circumstances warrant, or alternative corrective action has been exhausted. The participant will receive written notification of expulsion reviewed and approved by the Director and/or the BSC Board of Directors. Participants who violate the expulsion by returning to the facility will be trespassed.

Participants have the right to appeal decision in writing to the Director and/or the BSC Board of Directors. The participant will receive a written response to their appeal.