



Mason County Senior Activities Center

CODE OF CONDUCT

The following is a **CODE OF CONDUCT** governing the actions of all participants in, and users of, Mason County Senior Activity Center.

- 1) **PURPOSE OF THE CODE:** The major purpose of the **CODE OF CONDUCT** is to promote an atmosphere of harmony and understanding at Mason County Senior Activities Center, assuring participants and staff alike, that the behavior of all in attendance will be guided by a common set of rules for the mutual benefit of all.
- 2) **CODE OF CONDUCT:** To accomplish this purpose, individuals are asked to live by one basis guideline: **“The Rights and Privileges of all persons are to be respected and honored at all times.”**
- 3) **VIOLATIONS OF THE CODE: The following are violations of Mason County Senior Activities Center Code of Conduct and are prohibited at the center or at center sponsored activities.:**
 - a) Conduct that disrupts or obstructs any program or activity that is part of the overall center operation.
 - b) Any action, event, or group of events that constitutes a violation of Federal, State or Local law.
 - c) Failure to comply with directions given by Center staff acting in the performance of their duties.
 - d) The destruction, damage, or theft of Mason County Senior Activities Center's property or the property of others.
 - e) Any lewd, obscene or indecent conduct or expression, including profanity.
 - f) Any action, which in the judgment of staff constitutes an attempt to inflict, or the actual infliction of injury to other participants and/or the Center staff.
 - g) Any verbal harassment of the staff or volunteers, including rude or disrespectful behavior, berating and argumentative behavior and constant negative comments.
(Members should bring any major unresolved matters to the MCSAA Board, instead verbally harassing the staff or volunteers.)
 - h) Any conduct or expression that in the judgment of staff, serves to intimidate or coerce others.
 - i) Any infringement on the rights of other participants or staff granted by Federal, State or Local statute, or any other violation of such statutes.
 - j) Failure to maintain a level of personal hygiene that is non-offensive in a social environment.
- 4) **ENFORCEMENT:** The above code shall be enforced by Mason County Senior Activities Center Director whose authority shall prevail in all cases. A program of progressive discipline shall be in effect for repeat or habitual offenders. Disciplinary actions will be decided in the first instance by the Center staff responsible for the event or program where the violation occurs. Violators of the Code that are deemed not to constitute an immediate and apparent threat to the safety of others or their property will result in the disciplinary action including, but not limited to verbal warning, suspension of the right-to-participate in some or all of The Center's activities for a period of time, or permanent expulsion from Mason County Senior Activities Center, depending upon the severity of the offense and whether the offense is repeated or habitual. Violations of the Code that are deemed to constitute an immediate and apparent threat to the safety of others or their property may result in immediate, temporary expulsion from Mason County Senior Activities Center and/or the specific activity.
- 5) **APPEAL OF ANY DECISION:** Appeal of any decision may be made to the Mason County Senior Activities Center Director. The decision of the Center Director may be appealed to the President of the Mason County Senior Activities Center and the Board of Directors, who will recommend to the Center Director the final decision concerning the enforcement of the Code of Conduct. Any appeals to the board must be submitted within 14 days.