

Ripon Senior Center – Code of Conduct

The city of Ripon Senior Center is committed to providing a safe and welcoming atmosphere for our patrons, volunteers, guests and staff. Consequently, all patrons of the Senior Center will be expected to adhere to a Code of Conduct when taking advantage of the Center's services or facilities.

Patrons are expected to conduct themselves in an appropriate manner at all times while participating in programs and services provided or sponsored by the Center. Acts of violence, disrespect for authority, anti-social conduct, misuse or abuse of equipment and facility, and use of foul language or gestures will not be tolerated. We reserve the right to remove patrons from facilities, programs and services via suspension periods determined by designated Center representatives.

To ensure a comfortable and safe setting for all who visit our center, unacceptable behavior will not be tolerated. Unacceptable behavior includes, but is not limited to, the following:

- Engaging in behavior that is potentially unsafe or harmful to self or others.
- Exhibiting any threatening or intimidating behaviors such as:
 - Using profane, abusive, obscene, threatening harassing, insulting, or sexually suggestive language.
 - Threatening or using violence.
 - Harassing Center patrons or Staff.
 - Using hate speech or epithets (e.g., racial, ethnic, sexist, homophobic and religious slurs.)
- Violating any federal, state, county or city laws and ordinances.
- Failing to comply with lawful direction given by Center staff acting in the performance of their duties.
- Possessing, using or selling alcohol or controlled substances.
- Fighting or challenging others to fight.
- Misusing, misappropriating, damaging, stealing or obstructing use of Center equipment, resources or facilities.
- Wearing inappropriate and / or revealing attire.
- Littering in the Center or on its grounds.
- Inappropriate or excessive use of furniture for lying down or sleeping (occasional and brief periods of rest excepted).
- Selling, soliciting, petitioning, posting or distributing materials without permission.
 - Examples include selling products or services, circulating a petition, survey or letter, or selling tickets for an organization or event.
- Leaving or stowing personal possessions at the Center.
- Failing to maintain a level of personal hygiene that is non-offensive in a social environment.

The simple philosophy behind this policy is the Golden Rule. Treat everyone the same way that you want to be treated.

Consequences

The above code shall be enforced by the Center Director (“Director”) whose authority shall prevail in all cases. A violation of the Code will result in a disciplinary action to be determined by the Director. This disciplinary action will range from a verbal or written reprimand to suspension or expulsion, depending on the nature of the offensive conduct.

Any patron who commits or attempt to commit any of the offenses listed above, or any other behaviors illegal under state or federal law, is subject to sanctions, which may include:

- Being asked to leave the Center premises
- Having Center privileges suspended or revoked.
- Being banned from the Center.
- Being reported to the police.
- Legal prosecution.
- Restitution, when appropriate.

It is our desire that situations never warrant the removal of an individual from any activity, event or facility. However, in the unfortunate event that infractions occur, be aware that the following consequences may apply:

Offense and Penalty (to include but not limited to)

Level 1

- Offense: Non-verbal, non-physical, or non-unlawful violations of the Code of Conduct
- Penalty:
 - First offense: Verbal warning
 - Second offense: Written warning
 - Third offense: Immediate removal from the premises and a minimum fifteen (15) day suspension.
 - (Maximum penalty: Permanent ban from Center.)

Level 2 -Verbal

- Offense: Malicious, obscene/profane/vulgar verbal abuse; verbal epithets related to race, color, religion, creed, gender or sexual orientation; verbal threats or acts intended to offend, defame or embarrass.
- Penalty: Immediate removal from the premises and a minimum thirty (30) day suspension.
 - (Maximum penalty: Permanent ban from Center.)
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Level 3- Physical

- Offense: Physical aggression towards another; pushing, shoving, striking or touching another individual with the perceived intent to incite, inflict or cause harm invading another individual's personal space during a dispute.
- Penalty: Immediate removal from the premises and a minimum one hundred and eighty (180) day suspension.
 - (Maximum penalty: Permanent ban from Center.)

Level 4- Unlawful

- Offense: Any violation of Wisconsin law; theft, vandalism, being under the influence of alcohol, narcotics, controlled substances, or assault with or without a weapon.
- Penalty: Immediate removal from the premises and a minimum one (1) year suspension.
 - (Maximum penalty: Permanent ban from Center.)
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PLEASE NOTE: Based on the nature of the Code violation, the Director reserves the right to suspend a violator beyond those periods listed above, up to and including a permanent ban from the Center.

Appeals

Appeals to penalties imposed by the Director can be filed in writing to the City Administrator/ Treasurer. Appeals of decisions of the City Administrator/ Treasurer can be filed with the City Clerk, whereby the Common Council will hear the appeal at its next available regular meeting. The decision of the Common Council will be final.

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