



Columbus Area Senior Center



Accredited by the Wisconsin
Association of Senior Centers

125 N Dickason Blvd
Columbus, Wisconsin 53925
920-623-5918
seniorcenter@columbuswi.us

Guidelines for Participation

Purpose:

This policy is intended to make participants feel welcome and to provide reasonable rules of behavior enforced for the benefit of all participants. The Columbus Area Senior Center is a friendly and inviting place for senior adults to gather. Behavior which inhibits older people from using and enjoying the Center is inappropriate.

The primary service population of the Columbus Area Senior Center is people over 55 years of age. Others may be involved in approved, senior center sponsored programs. Younger people are also encouraged to participate as volunteers or in organized classes and programs that have no age requirements.

Persons shall be engaged in normal activities associated with the use of a public Senior Center while in the building. Persons not engaged in scheduled Senior Center activities, programs, or services may be asked to leave the building. When possible, staff will first educate individuals about the applicable policies before taking stronger measures to enforce these policies.

Then Senior Center Provides:

- Wellness Programs
- Classes, Activities, Presentations
- Special Events
- Computer Lab
- Fitness Room
- Loan Closet- medical equipment, books, movies
- Information and Referrals

The Senior Center Does Not Provide:

- Medical Care for Senior Adults
- Medication Distribution
- Daycare of any sort for Senior Adults
- Personal Care or Bathroom Assistance for Senior Adults

Participants of the Columbia County Dining Center may be assisted at the discretion of the Dining Center Manager with handling of their meal trays or plates by the Dining Center Staff or Volunteers while participating in the Columbia County Dining Center program.

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Participants of the Senior Center are encouraged to:

- Sign-in upon arriving to the facility.
- Participate in programs.
- Socialize with other participants.
- Obtain information and referrals for needed services.
- Complete an Emergency Contact card which will be kept in the Senior Center office and used in case of an emergency.
- Voice ideas and concerns regarding programs.

Operational Guidelines:

- Treat others with courtesy and respect.
- Refrain from use of abusive or offensive language, offensive jokes or stories, inappropriate physical contact or harassment of participants and staff.
- Follow guidelines for use of facility equipment.
- Follow rules of programs or classes.
- Use of tobacco, illegal drugs and alcohol is prohibited inside the senior center.
- Good personal hygiene and proper attire are required.
- All participants will conduct themselves in such a manner that they are not injurious to themselves, others or cause damage or destruction of property.
- Participants are responsible for providing for their own personal care and needs.
- A caretaker must accompany participants that are not able to attend to their personal needs for the duration of their stay.
- Soliciting is prohibited.
- Any operational questions and concerns should be discussed with the Senior Center Director or Senior Center Staff person on duty at the time.

Failure to comply with these policies will result in:

Any staff member may request that inappropriate behavior cease. If the inappropriate behavior continues, the Director (or designee) may request that the individual leave the building and tell the offender that police will be called if he/she does not leave at once. If the individual refuses to leave, the police shall be called. Each incident shall be documented. The individual in question has the right to present his/her case to the Senior Citizen's Advisory Board at their next posted meeting. The individual should contact the Advisory Board Chairman or Senior Center Director to be placed on the agenda.

Loss of Center Privileges:

After consultation with the Senior Citizen's Advisory Board and City Administrator, it may be determined that the privilege to attend the Senior Center will be revoked. If restrictions are warranted, the Director shall provide a letter to the individual restricting attendance at the Center for up to two weeks. Further violations after that time, may result in further attendance restrictions.

Emergency Situations

An emergency situation is any situation in which an individual's actions are perceived to present an imminent danger to the life or safety of himself/herself or others. Such incidents include assault and other crimes of violence or misdemeanors, or the threat or attempt to commit such crimes. When an individual participant or staff person observes such behavior, the police shall be called immediately.

(Approved by the Senior Citizens' Advisory Board on 10/04/12. Replaces Policy on Inappropriate Behavior.)

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