

Greenfield Senior Center Guidelines

Programs are designed for people age 55+. To best serve qualified individuals, the Greenfield Council on Aging has adopted these standards of independence and behavior. If a participant cannot meet the required Guidelines, staff is available to share resources and discuss options. The GCOA is committed to providing a welcoming atmosphere for as many community seniors as possible.

Participants at the Senior Center are expected to:

- 1. Scan Card/Sign In:** Participants are required to stop at the reception desk to scan in.
- 2. Independence:** Participants are expected to be reasonably oriented, capable of independent decision making, and capable of planning their own activities. (I.e., transportation, lunch, and Senior Center activities.)
- 3. Respect:** Participants are expected to avoid causing disturbances or disruptions and to be respectful of other participants. Participants must also show respect for building facilities and the personal property of others.
- 4. Emergency Contact:** Participants may wish to provide the staff with the name and telephone number of a person to contact in case of an emergency. If a participant experiences a medical or other problem while on the premises, it is expected that the participant will follow the recommendation of the Senior Center staff to seek appropriate treatment.
- 5. Personal & Medical Care:** Participants are expected to be responsible for their own personal and medical care, including hygiene, grooming, toileting, continence, feeding, taking medications, physical mobility, monitoring special diets, etc. The Center does not provide assistance with medication, personal health or medical care. Participants may bring a health aide or family member to offer personal or physical assistance.
- 6. Fragrance:** Because many people have serious allergic reactions to the chemicals used in fragrance, participants must refrain from using perfume or other scented products.
- 7. Smoking Policy:** Refrain from smoking, drinking alcohol, or using illegal substances on the premises. Participants who attend the Senior Center while inebriated will be asked to leave immediately. Repeated violation of this policy may result in suspension.
- 8. Violence:** Violence or threats of violence may lead to permanent suspension of Senior Center privileges.
- 9. Derogatory Statements:** Statements regarding race, ethnicity, religion, or life style will not be tolerated.
- 10. Sleeping:** Sleeping on the premises is not permitted.
- 11. Dress Code:** Proper attire required (shoes and shirt) at all times.
- 12. Personal Property:** No storage of personal belongings. All participants are required to leave the areas they have been using (i.e., art room, bathroom, dining area) in a clean state. Touching or removing personal articles of others is not permitted.
- 13. Personal Conduct:** If any inappropriate behavior is witnessed or reported, staff will use discretion to take corrective action, i.e.: ask the participant to abstain from the inappropriate behavior, or if necessary, contact the police, ambulance, or emergency contact person. Repeat violations may result in temporary or permanent suspension of Senior Center privileges. If a patron experiences a mental health episode, but is otherwise capable of conforming to these standards, a reasonable accommodation will be considered.
- 14. Guests:** Guests must sign in at the front desk. Participants who bring a guest are responsible for that person's behavior and conduct.
- 15. Refunds:** No refunds, except in cases where a serious medical condition exists. Please note: trip payments are non-refundable without exception.