

MEMBERS CODE OF CONDUCT (Please sign front and back)

The Busselton Senior Citizens Centre Inc is a community based incorporated association whose aims include a range of recreational, cultural and social activities to members for the betterment of lifestyle and welfare within Busselton.

All of the centres, members and guests agree to the Code of Conduct to engender participation in the organisations programs, events and facilities and enabling a welcoming safe place for individuals to congregate and socialise. From time to time the Association arranges activities in which members participate in, either within the Association's premises or on other premises. These are Associations linked to the Association.

To achieve this all members undertake to:

1. Behave and speak in a manner that is respectful of all others at all times and not to use abusive language towards a staff member, volunteer or other member;
2. Refrain from using foul language, derogatory behaviour or behaviour that is disruptive to the centre, users or their guests or act in a manner that is discourteous or rude to a fellow participant, staff member, volunteer, guest or invitee;
3. Not to engage in political activities that include but are not limited to handing out political flyers, political presentations, political fund raising or other related activities within the premises or during events provided or sponsored by the Association;
4. Wear such reasonable clothing and shoes suitable to the activities they take part in or are engaged in within the Centre when representing the Association;
5. Be responsible for their own personal property and ensure they treat other persons, members or guests personal property with respect undertaking not to abuse, take or deprive another member or person of their property;
6. Use all and any of the Association's premises, furniture, fittings and equipment with care and respect at all times and leave it in the same condition in which it was found particularly in a clean neat condition;
7. Report any breakage, damage or unexpected event in which the Association's property may be damaged or during which a person may be or is hurt or injured;
8. Report to the centre's management any particular danger they observe by another person, equipment, premises or circumstances that could in the future pose a danger to the centre, member or other parties;
9. Report any unusual occurrences that occur during the course of any activity within the Association's premises or any Association's activity, immediately to the responsible person or the centre's management as soon as reasonably possible;
10. Abstain from the use of alcohol and drugs whilst at the Association's centre or whilst attending an Association event and to ensure that no drugs and alcohol are permitted in the building or on the premises except where organised by Centre Management and in those circumstances ensure excessive consumption of alcohol does not occur.

Signature

Date

11. Refrain from gambling, promoting or engaging in any illegal activity bringing on to the centre's property dangerous or unauthorised materials including firearms, explosives, weapons of any sort or any item or thing the use of which may endanger life, safety, health or wellbeing for others;
12. Report to the management any person who breaches the terms of the Code of Conduct and assist the centre's management enforcing the Code of Conduct;
13. In sporting endeavours, social activities not to behave in a discourteous, rude, bullying manner or take unfair advantage of any other participant, fight, engage in physical abuse, challenge any other person physically or use voice, language, behaviour, visual signs, electronic communication or other means of communication which will offend or disturb other participants or staff;
14. Not to smoke within the centre or on any activities organised by the centre acknowledging that smoking may only take place a distance of more than 10 metres from the external boundaries of the centre building and parking lot or 5 metres from the external perimeter of the building in which an Association Activity Event occurs;
15. Solicitation and business activities within the Association premises are prohibited save and except where management enters into an agreement to assist in fund raising;
16. Not to use any television, audio visual equipment, computers, projectors or other devices at the centre without proper authority from management and not to use them in a manner where the volume is excessive or that their use causes visual or auditory harassment of other members or guests;
17. Comply with all existing policies, procedures for equipment use as published or known and where not published to only use them in such reasonable manner as to not cause damage or injury to equipment or injury or offence by any other member;
18. That televisions and computers use shall be accessed only and used to play materials appropriate to generally accepted standards of decency and moral values in accordance with the general principles espoused in this Code of Conduct. Members shall ensure that content including pornographic content, excessively noisy content, content relating to gambling, drugs, illegal activities and programs or websites that are offensive or disruptive to the centre or other users and guests are not played or exhibited;
19. To take to use the furniture, equipment and property in a responsible and active manner and agree not to lie down, sleep or behave in a manner that takes up a significantly greater space than the space normally occupied by a reasonable active person in the activities engaged in by the member;
20. Use the building and facilities at the centre during established hours of operation and not to exceed the closing time without the prior written authorisation of the centre management;
21. Comply with all State, Federal, Local Government laws, policies, procedures and regulations;
22. Properly report any breach of the centre's Code of Conduct any person who witnesses an incident and does not take active steps to ensure it is reported or verify that a report has taken place shall themselves not be compliant with this Code of Conduct.

Signature

Date