



Alabaster
CITY UNLIMITED

ALABASTER SENIOR CENTER MEMBERSHIP APPLICATION

Please print clearly.

Today's date _____

Last Name _____ First Name _____ M F

Home Address _____ City _____ Zip _____

Mailing Address (if different) _____ City _____ Zip _____

County _____ Date of Birth _____

Home Phone Number _____

Cell Phone Number _____

Email Address(**PRINT CLEARLY**) _____

Emergency Contact:

1. Name _____ Relationship _____

Home Phone Number _____

Cell Phone Number _____

2. Name _____ Relationship _____

Home Phone Number _____

Cell Phone Number _____

List any medical conditions/concerns _____

Additional information we need to know _____

City of Alabaster Senior Center

Activity Release and Waiver of Liability/Assumption of Risk Agreement

Authorization for Necessary Medical Care

I authorize the Alabaster Senior Center to obtain necessary medical care and treatment for any illness or injury occurring while on the Alabaster Senior Center premises, but I understand the Alabaster Senior Center is not assuming a duty to obtain medical treatment, make medical decisions, or render medical care or treatment. I understand that the Alabaster Senior Center has no accident or medical payment insurance coverage for participants and **I AGREE TO PAY ALL REASONABLE MEDICAL COSTS INCURRED, IF TREATMENT IS OBTAINED.**

Personal Property/Transportation Disclaimer

I understand that the Alabaster Senior Center **ASSUMES NO LIABILITY FOR LOST, STOLEN OR MISPLACED ITEMS.** I release the Alabaster Senior Center and its agents, servants, and employees from all claims, actions, causes or action and rights of recovery or reimbursement of any type that I have or may have in the future which arise from or are related in any manner to the program/activity (including, but not limited to, claims of bodily injury and property damage or loss). **I ASSUME ALL RISKS AND HAZARDS INCIDENT TO PROGRAM PARTICIPATION AND TRANSPORTATION TO AND FROM SAME.**

Release of Photographs

I understand there will be opportunities for photographs to be used for promotional/informational purposes (e.g. print publications, display at City of Alabaster's facilities and/or posted on City of Alabaster website, on-air and/or print media.

► I grant deny (circle one) permission to have my photograph(s) used for such purposes.

Physical Fitness Programs

IN CONSIDERATION of being permitted to participate in the Alabaster Senior Center Fitness Programs and use Indoor and Outdoor Fitness Equipment and Exercise Programs (physical activity), I, for myself, for my personal representatives, attorney-in-fact, assigns, heirs, and next of kin:

ACKNOWLEDGE, agree and represent that I understand the nature of Physical Activity, have been trained to use all equipment and will use it in the manner trained. I will follow all rules, therefore, and that I am qualified, in good health, and in proper physical condition to participate in such activity, and that I have consulted my **PHYSICIAN** before beginning the Physical Activity. I further agree and warrant that, if at any time I believe conditions to be unsafe, I will immediately discontinue further participation in the activity.

I FULLY UNDERSTAND THAT

- a. Physical fitness activity involves risks and dangers of serious bodily injury, including permanent disability, paralysis, and death ("RISKS")
- b. These risks and dangers may be caused by my own actions or inactions, the actions or inactions of others participating in the activity, the condition in which the activity takes place, or the **negligence of the "RELEASEES"** named below
- c. There may be **other risk and social and economic losses**, either not known to me or not readily foreseeable at this time and **I FULLY ACCEPT AND ASSUME ALL SUCH RISKS AND ALL RESPONSIBILITY** for losses, costs, and damages I incur as a result of my participation in the activity.

General Release

I HEREBY RELEASE, DISCHARGE, AND COVENANT NOT TO SUE the City of Alabaster or the Alabaster Senior Center, their respective administrators, directors, members, volunteers, and employees or other participants (each considered one of the "RELEASEES" herein) from **ALL LIABILITY CLAIMS, DEMANDS, LOSSES, OR DAMAGES** on my account caused or alleged to be caused, in whole or in part, by the negligence or the "RELEASEES" or otherwise, including negligent rescue operations and **I FURTHER AGREE** that if, despite this release and waiver of liability, assumption of risk, and indemnity agreement, I, or anyone on my behalf, makes a claim against any of the "RELEASEES", I will indemnify, save, and hold harmless each of the "RELEASEES" from any litigation expenses, attorney fees, loss, liability, damage, or cost which may incur as the result of such claim.

I have read this agreement, FULLY UNDERSTAND ITS TERMS, understand that I have given up substantial rights by signing it and have signed it freely and without inducement or assurance of any nature. I INTEND IT TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW AND AGREE THAT, IF ANY PORTION OF THIS AGREEMENT IS HELD TO BE INVALID, THE BALANCE, NOTWITHSTANDING, SHALL CONTINUE IN FULL FORCE AND EFFECT.

Signature: _____

Printed name of participant: _____

Date signed: _____

Staff: _____



Alabaster Senior Center Policy

The Alabaster Senior Center provides recreational, informational, and social activities for people living in Alabaster and the Shelby County area. Participants must be at least 55 years or older.

Membership

Individuals age 55 and older who live in Shelby County can join the Senior Center by completing necessary paperwork. There is no charge to be a member of the Senior Center; however, fees may be associated with certain trips, services, programs and activities.

Eligibility

The City of Alabaster seeks to provide senior center members with excellent service in a pleasant atmosphere. The center facility is designed for independent seniors who meet the following membership qualifications.

A member must:

1. Be 55 years of age or older to participate in the activities
2. Reside in Alabaster or Shelby County
3. Complete necessary paperwork
4. Be able to:
 - a. independently navigate center facilities and/or various outing locations
 - b. independently get on and off city vehicles
 - c. understand and carry out directions from staff
 - d. participate appropriately in a social setting using respectful manners and language
 - e. eat independently
 - f. use restrooms unassisted
5. Pose no risk to self or others

Individuals who require assistance with activities of daily living may be able to join in center activities if they have a companion or family member with them at all times and approval from center manager.

Nutrition Program

Participants must be 60 years or older and complete necessary paperwork. A designated number of meals each day are available through the Middle Alabama Area Agency on Aging and are available on a first come-first serve basis. Once you have signed in for lunch we ask that you stay on site until after lunch has been served. Suggested cost is \$2.00 per meal.

Outings/Trips/Transportation

When traveling in an Alabaster Senior Center vehicle or in a vehicle traveling to an Alabaster Senior Center sponsored or supported program we ask that all participants wear a seatbelt while vehicles are in motion. If you are traveling in a wheelchair or other mobility device, the driver will secure you using a four-point system along with a lap belt, which you must use in addition to any belts you may have on your mobility device.

We ask that all seniors exit the vehicle and attend the planned activities while on the outing or trip, unless there is an illness and/or emergency.

Use of Oxygen on Senior Center Outings or Trips

If a senior member wishes to use supplemental oxygen while traveling on one of our city vans/buses or on a rented motor coach, the following guidelines are in place. Note – we are limited to the amount of oxygen we can safely carry.

- Member is responsible for communicating his/her needs with the Senior Center manager before signing up for an outing/trip. The first senior to sign up and pay for the outing/trip will be given priority.
- If oxygen is needed while traveling on one of the City of Alabaster vehicles- one small portable oxygen cylinder (D) can be used at member's seat while the vehicle in is motion. One additional oxygen tank. (D or E cylinder) can be properly secured in the vehicle in a fixed oxygen holder.
- If a senior is traveling on a motor coach vehicle. One small portable D oxygen tank or an oxygen concentrator can be used at their his/her seat while the vehicle is in motion.
- A maximum of three E oxygen cylinders can be properly secured and stored under the motor coach bus.
- Oxygen user is responsible for operating the oxygen as needed.

Expected Behavior

The Senior Center building/grounds is a designated nonsmoking facility. There is a designated smoking area.

Alcoholic beverages, illegal drugs and/or weapons are not allowed in the building, parking lot or on adjacent property owned by the City of Alabaster.

Pets are not permitted at the facility unless they are part of a program or perform duties as a “service animal” for a participant.

Use of derogatory comments, slurs or abusive language/pictures that create a hostile environment, or are deemed so in nature, including sexual, threatening, insulting or harassing comments are prohibited. Fighting, physical abuse, challenging others to fight, destroying or damaging property and other disruptive behaviors are prohibited. Such actions may lead to exclusion from the center.

No solicitation of products or services is allowed at the facility. Members or guest speakers may not promote a product or service during a speaking engagement nor may they collect fees for services or sell products.

Cell phone use is limited to use outside the building. Use of cell phones during programs and activities is disruptive to the enjoyment of programs by other participants.

Children may not accompany participants to activities or programs.

The staff of the Alabaster Senior Center shall have authority to enforce and interpret the preceding behavioral guidelines and to counsel and/or exclude offenders.

Exclusion from the Senior Center

Any person who is involved in any problem will be notified and have the opportunity to meet with the Senior Center Manager regarding the issue. The alleged will be notified in writing of the date, time and place of the meeting. It is the intent of the Senior Center to arrive at an appropriate resolution. This meeting may include family members.

Individuals who create serious disruptions or act inappropriately may be asked to leave a program or activity by a Senior Center staff member. If the individual does not leave voluntarily, the staff has the authority to take appropriate measures to have the individual removed.

Right to Appeal

In the event of a decision to exclude a participant from Senior Center programs and activities, the excluded person may request, in writing, another hearing with the Senior Center Manager and Parks and Recreation Director.

General Facility Guidelines

Any senior program or event held at the facility must be supervised by a City of Alabaster employee.

The City of Alabaster or the staff of the Alabaster Senior Center take no responsibility for the security of any articles belonging to participants and are not responsible for damage or theft.

Staff at the Alabaster Senior Center are not trained medical personnel and cannot take responsibility for participants whose medical conditions require nursing or care-giving assistance.

Personal Information

It is not the policy of the Senior Center to disclose any information obtained from participants. Names, phone numbers or addresses will not be disclosed to any organization or other individuals.

Cancellation Policy

In the event of a cancellation due to weather conditions, please note that the Senior Center will be closed whenever The City of Alabaster closes due to inclement weather. We recommend calling the senior center to confirm if we are open during inclement weather.

Emergencies

In the event of a medical emergency, 911 will be called immediately. Senior Center staff will make every effort to contact a family member, if information is available. A person may refuse medical assistance only after being assessed by the medical emergency personnel and if the person is fully conscious and aware of the medical situation.

Visitor Policy

Visiting Senior must:

- Be age 55 and older and temporarily living in Shelby County
- Be a family member of a resident of Shelby County
- Not live in a neighboring city/county
- Follow all senior center guidelines

Visitor passes are: valid for a maximum of 12 days in a calendar year.

Program exclusions include:

- All programs/classes and outings that require payment.
- Transportation/Clas Trans
- Daily meals
- YMCA cards

Exceptions to this policy are made solely by the staff at the Senior Center upon written request fully outlining exceptions requested.

Volunteer Opportunities

The Senior Center offers a wide variety of opportunities for individuals to share their time and talents, learn new skills and get to know some truly wonderful people. Volunteers contribute their time and talents in many ways, such as helping with Senior Center nutrition program, daily activities, friendly visiting, delivering meals on wheels, helping with holiday programs, leading activities and much more. Anyone interested in volunteering in one of these capacities is welcome to discuss specifics opportunities available. All volunteers are required to have a background check completed by the Alabaster Senior Center.

Alabaster Senior Center Refund

All reservations for programs, classes, outings, trips and multiple day excursions offered by the Alabaster Senior Center are secured with a designated non-refundable fee. All reservations are to be made in person. No reservations will be made without a deposit or payment in full, depending on requirements as follows. Should any programs, class, trips or multiple day excursions be cancelled by the Alabaster Senior Center, all payments will be credited/refunded.

Cancellation Policy

Programs, Classes and Outings (with \$1.00 to \$10 fee) (e.g. Crafts, gardening, outings under \$10)

Full payment is due at registration. No refunds or credits will be made. Please notify the Senior Center if you are unable to attend program/class/outings.

Programs and Classes (with \$11 fee and up) (e.g. Watercolor/drawing, crafts)

Full payment is due at registration. If you are unable to attend a program, class, or ongoing monthly class a written letter must be submitted to the Center Manager stating the class and the reason you are unable to attend, three weeks prior to the program/class.

- 10% is non-refundable
- 90% balance will be held as a credit for 90 days from the request. Note: the percentage of refund is subject to change if unrecoverable costs have incurred. (pre-paid restaurants, instructor, attractions, supplies)
- When registering for a future class, it is the responsibility of the individual to request that the credit be applied to that class or program.

One Day trips or multiple day excursions

A deposit (see below) is required at the time of reservations. Final payment must be made no later than 30 days before departure date. All reservations must be made in person. Overnight excursion reservations for a limit of two people can be made, but you must supply the name, contact information, as well as the appropriate fee, if applicable.

Total Cost	Payment at Registration
\$100 or less	Full payment at registration
\$101-\$299	\$75-100 deposit
\$300-\$499	\$100-150 deposit
\$500 +	\$150-200 deposit

(all deposits are subject to a 10% cancellation fee)

Refunds for cancellations must be made 3 weeks prior to the departure date and are subject to deductions for any unrecoverable cost. (pre-paid to restaurants, hotels, attractions, shows) In that case, refunds will be based on actual costs incurred by the Alabaster Senior Center.

- If the refund is more than \$25.00 you will receive your refund in a check.
- If the refund is less than \$25.00 it will be held as a credit for 90 days from the request. When registering for a future class, it is the responsibility of the individual to request that the credit be applied to that class or program.
- Refunds checks will be mailed to your home and may take up to 3-4 weeks to be processed.