



29 S. Mills St. Madison WI 53715 | neighborhoodhousemadison.org | 608-255-5337

Removal or Ban from Neighborhood House Community Center

In an effort to maintain a safe environment for Neighborhood House employees and users, the following policy addresses (1) excluding and prohibiting individuals from remaining on or entering Neighborhood House premises; and (2) prohibiting individuals from telephoning, emailing, or contacting NHCC electronically.

A person is subject to immediate ban from Neighborhood House premises, if that person is observed to violate any Neighborhood House policy, city ordinance, or state law, or engage in conduct that places other persons or property in imminent threat of danger or harm. The ban and bar need not be based upon a criminal charge or conviction. The ban and bar may be based upon the observations of a Neighborhood House staff person. A ban can also be issued for telephone and electronic communication.

A removal issued under this policy shall not be for less than one (1) business day and not more than five (5) business days.

A ban issued under this policy shall be for at least thirty (30) days and up to one year.



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Neighborhood House Community Center Removal or Ban

Last Name _____ First Name _____ Middle Initial _____

Address _____

City _____ State _____ Zip _____

Gender: M / F D.O.B. ___/___/___ Hair Color _____ Eye Color _____

Height/Weight/Description _____

Reason for Ban or Removal (check all that apply):

- Violation of NHCC Policies
- Violation of City Ordinance
- Violation of State Law
- Other _____

REMOVAL:

You are hereby formally removed from Neighborhood House for a period of: _____ (no less than 1 business day, but no more than 5 business days).

BAN:

You are in violation of Madison City Ordinance, Neighborhood House Policy, or state law, or engaged in conduct that places persons or property in imminent danger of harm. This document shall serve as Notice of a Ban from Neighborhood House. You are hereby formally banned from the premises for a period of _____.

Failure to comply may result in further disciplinary or legal action, or a permanent ban from Neighborhood House.

Signature

NHCC Staff Signature

Check one:

- Receipt of this notice hereby acknowledged
- Refused to Sign

Date Issued:

Print Name of NHCC Staff Issuing: