

## **\*\*Operational Policies\*\***

The Eisenhower Fitness and Recreation Center is committed to providing a safe, comfortable, healthy and mentally and emotionally pleasant environment for its members, visitors and staff. To that end, calm, courteous, and respectful behavior is required at all times in all interactions.

### ***Removal from the premises, membership suspension or termination may be the a result of:***

- behavior in violation of the center operational policies, acts of dishonesty or deception, inappropriate, offensive or rude behavior,
- acts of discrimination,
- the use of profanity or offensive language,
- the use of alcohol, drugs, tobacco or the possession of a weapon,
- arguing or fighting with fellow members, staff or visitors,
- violation of stated or posted rules,
- an illegal act,
- the inappropriate use of resources (equipment, facilities, services),
- an attempt at or act of violence or vandalism.

***The Eisenhower Fitness and Recreation Center reserves the right to remove from the center, or suspend or terminate any membership for the acts listed above and/or any other act determined to interfere with the comfort, health, enjoyment or safety of the member or visitor, other visitors, other members or staff.***

### **Fitness Age/Use Policy**

On August 18, 2003, the Board of Commissioners for the Lan-Oak Park District passed the following policy regarding use of the fitness center and indoor swimming pool:

Individuals using the fitness center, the gymnasium and its amenities alone must be 14 years and older. Children ages 12 & 13 using the fitness center must be accompanied by a parent and/or legal guardian at all times.

Children under 11 years and under may only use the gym, attend Family Swim, and must be accompanied by a parent and/or legal guardian while engaged in Family Swim or gym activities.

The Lan-Oak Park District does not routinely provide lifeguards at the indoor swimming pool. State law requires the presence of a lifeguard at all swimming pools which allow bathers 16 years of age and under to enter the pool without a responsible person 17 years of age or older present, except when the parent or legal guardian of each person submits written permission to the pool owner. If you wish for your child 14-16 years old to use the indoor pool when the parent or guardian is not present, a parent or legal guardian must sign a permission slip and have such slip on file at the park district. No child age 14-16 years will be allowed in the pool without a signed permission slip.

**The Eisenhower Fitness and Recreation Center is governed by various other policies created to safeguard patrons and staff at all times. The more common policies are included at the end of this packet as appendices. Please feel free to ask the reception desk if you should have any questions regarding the policies of the Lan-Oak Park District.**

### **\*\*The Rules and Regs\*\***

All visitors to the Eisenhower Fitness and Recreation Center are expected to know and follow the rules established by the center.

The center facilities are pay-to-use. Visitors who have not paid the required fee and are determined to be using center facilities requiring a fee, will be removed from the center. Removal may include suspension or termination of use, privileges and/or police action if applicable.

## **Recreational Programs**

- All visitors must check in at the reception desk.
- All operation policies and rules governing behavior are in effect and will be enforced.
- Do not open any exterior door of the building unless in an emergency evacuation situation.
- Use emergency call buttons in emergencies only.
- Do not enter any room(s) other than the room(s) assigned for your recreational program.
- Use caution when traveling through the building - the Eisenhower Center is a large, public building requiring visitors to travel at their own risk.
- The park district is not responsible for the loss or theft of personal belongings.
- Eisenhower Center employs the use of surveillance cameras.
- Running, horseplay, and overly loud voices are not allowed.
- Do not open storage rooms or cabinets located throughout the building.
- Only telephones at the reception desk may be used for short, local calls. No other telephones in the building are for public use.
- No new visitors are accepted to the pay-to-use facilities after 8:30pm.
- The Eisenhower Center closes promptly at 9:00pm - all visitors must leave the building prior to 9:00pm.
- Children are to be accompanied by a parent at all times.
- The staff is present to assist in making your visit safe and enjoyable - follow the directives of center staff.
- Report any accidents, injuries or observed hazards to center staff immediately.
- The park district reserves the right to remove any gym user or fitness member found to be violating any posted, stated, or printed rule, or interfering with the health, safety, comfort or enjoyment of other patrons, users or staff.
- All federal, state, county and local laws and ordinances will be enforced.
- All walk-in use requires a signed waiver found at the reception desk.

Each visitor must sign their own name – no one may sign for another person.

### **Babysitting Service**

- Patrons must remain on the premises to utilize the babysitting service.
- Patron must provide a proof-of-payment card(s) to attendant in order to leave children.
- Attendant will not accept payment - payment must be made a reception desk.
- Patrons must record their arrival and departure on the provided sign-in/sign-out sheet.
- Patrons arriving late for designated pick-up will be charged an additional hour as a late fee;
- All late fees must be paid prior to using the service again.
- The park district reserves the right to deny babysitting service to patrons that habitually violate the rules of the center or babysitting service, or whose children exhibit excessively difficult behavior.

### **Pool Rules**

- ***No lifeguards are staffed at the indoor pool at any time - patrons must swim at their own risk***
- **The use of cell phones is not permitted in the locker rooms.**
- No refunds are provided for walk-in or Family Swim fees.
- The pool may close for cleaning, power failure, construction, renovation, health or safety hazard, or mechanical interruption and/or repair. Refunds/extensions are not provided for these closings.
- Report all problems with equipment, or malfunctioning equipment immediately to staff.
- The pool temperature is maintained at 84 degrees except in the case of power failure, construction, renovation, or mechanical interruption and/or repair.
- It is recommended that you do not swim alone.
- Swimmers must take a shower before entering the pool.
- Children not yet potty trained must wear special swim diapers (Children only allowed during designated Family Swim hours)

- No running.
- No hanging on the ropes.
- No gum.
- No diving or jumping.
- At least one lane will stay open at all times for lap swimmers (one lane during aquatic classes).
- No rafts or large inflatable objects.
- You must wear attire designated for swimming only – no cut-offs, sweats or t-shirts, or overly revealing attire.
- A parent must accompany children at all times. Long hair must be tied back for safety/sanitary reasons.
- Programs and swim lessons will have pool priority and may restrict the amount of space for pool users.
- Pool users or members may not disrupt any park district program.
- No food, beverages or glass containers allowed in the pool. Water bottles only.
- The use of alcohol, drugs, tobacco or the possession of a weapon is prohibited.
- No personal hygiene products (shampoo, soap, etc.) are allowed in the pool area.
- No profanity or offensive language or behavior.
- Injuries or emergencies must be reported to the reception desk.
- The park district reserves the right to remove any gym user or fitness member found to be violating a rule or interfering with the health, safety, comfort or enjoyment of other patrons, users or staff.
- All federal, state, county and local laws and ordinances will be enforced.

## **Gym Rules**

- **The use of cell phones is not permitted in the locker rooms.**
- The gym, on occasion, is reserved for programs and events and will be closed for public use. Please check the board at the front desk.
- Gym users will comply with all stated, printed or posted rules.
- No refunds are allowed for gym walk-in fees.
- Gym users may not disrupt any park district program or scheduled event, or fitness patrons using the gym for walking.
- All gym equipment may be checked out at the front desk with an I.D.
- Patrons must return the equipment checked out or a equipment

replacement fee will be assessed, and the gym user will be prohibited from using the gym until assessed fees are paid.

- No throwing or kicking any objects (except within usually accepted sports use).
- Report all problems with equipment, or malfunctioning equipment immediately to staff.
- The use of alcohol, drugs, tobacco or the possession of a weapon is prohibited.
- An ID proving residency must be provided in order to obtain the discounted resident walk-in rate. Failure to show an ID will result in charging of the non-resident rate.
- No spitting, arguing, fighting, or violent behavior.
- No loud, offensive or abusive language or behavior.
- A parent must accompany children or guardian at all times - if not registered in park district programs.
- No bare feet – gym shoes must be worn.
- Shirts and appropriate (not overly revealing) attire must be worn at all times.
- Do not dunk or hang on the rims.
- Please respect the rights, facilities and equipment of others.
- No food, gum, beverages or glass containers allowed in the gym. Water bottles only.
- Emergencies and injuries must be reported to the reception desk promptly.
- All garbage and trash is to be disposed of in appropriate receptacles.
- Gym users not determined to be fitness members must wear the wristband provided. Park district staff must remove all wristbands. Gym users removing wristbands prior to staff may be charged additional use fees.
- The park district reserves the right to remove any gym user or fitness member found to be violating any posted, stated, or printed rule, or interfering with the health, safety, comfort or enjoyment of other patrons, users or staff.
- Federal, state, county, local laws and ordinances are enforced.

### **Fitness Center Rules**

- **The use of cell phones is not permitted in the locker rooms.**
- Outside personal trainers conducting business on the premises must

fill out the appropriate waiver and pay the walk-in fee to be in the facility.

- No refunds are provided for walk-in fees.
- Fitness equipment is to be used as suggested by the manufacturer only. Read fully all writings provided on the equipment used. It is mandatory that all plates and weights be returned to racks or spaces allotted for them immediately after use. Failure to do so will result in your membership being suspended or revoked.
- All plates, dumbbells, and bars must be returned to their proper racks. Do not drop or throw plates or dumbbells.
- Report all problems with equipment, or malfunctioning equipment immediately to staff.
- Members must wear appropriate, discreet fitness attire and have a shirt on at all times.
- Keep free weights in the free weight rooms.
- No permanent lockers are allowed in the locker rooms.
- No children 12 to 13 years of age are allowed in the fitness center without a parent.
- No children under 12 are allowed in the fitness center.
- No foul language or offensive behavior will be tolerated.
- The use of alcohol, drugs, tobacco or the possession of a weapon is prohibited.
- No coats or bags in the fitness center. Please put your belongings in a locker with a lock.
- No food, beverages or glass containers allowed in the fitness center. Water bottles only.
- All garbage must be disposed of properly.
- No fitness member may check-in to the fitness center 30 minutes or less before closing.
- All members must promptly exit the facility by closing time.
- Members are required to wipe off the fitness equipment used. Disinfectant wipes are available for wiping off fitness equipment.
- Athletic footwear must be worn in the fitness center. Sandals or open-toed shoes are not allowed in the Fitness Center.
- Members are not allowed behind the fitness desk.
- Injuries or emergencies must be reported to the reception desk.
- The park district reserves the right to remove any gym user or fitness member found to be violating any stated, printed or posted rule, or

interfering with the health, safety, comfort or enjoyment of other patrons, users or staff.

- All federal, state, county and local laws and ordinances will be enforced.
- Members may only access the fitness center by the use of their membership card, which is **required** for every visit. No card - no entry.

### **Spa Rules (Whirlpools, Steam Rooms & Sauna)**

- **The use of cell phones is not permitted in the locker rooms.**
- All spa areas may close due to mechanical or chemical failure, repair, renovation, construction, cleaning tasks or utility failure.
- In case of an emergency, go to any Emergency Response Button located in the area.
- Spa equipment is to be used as suggested by the manufacturer only. Read fully all writings provided on the equipment used.
- The use of alcohol, drugs, tobacco or the possession of a weapon is prohibited.
- Injuries or emergencies must be reported to the reception desk.
- Please put your belongings in a locker.
- No food, beverages or glass containers allowed in the fitness center or spa areas. Water bottles only.
- All garbage must be disposed of properly.
- No foul language or offensive behavior will be tolerated.
- It is never recommended to use these areas when you are alone.
- Never use the spa while or after the consumption of alcohol.
- You are required to shower before entering the whirlpool, steam room or sauna. Be sure to remove all of the soap from your body.
- Pulse rate should be below 100 beats per minute before entering.
- Individuals with known hypertension, diabetes or cardiac-related problems should avoid entering. Use of these areas may cause blood pressure and heart rate to become elevated.
- Never wear jewelry.
- No cosmetics, body oils, soap, shampoo of any kind.
- No sleeping.
- Wait at least 30 minutes after eating before using the whirlpool.
- Children 14 years of age or younger are prohibited.



- These units should not be used for weight loss – always replenish fluids.
- You have the responsibility of entering these areas. Please use good judgment to help protect the safety of you, your family, and guests.
- The park district reserves the right to remove any gym user or fitness member found to be violating any stated, printed or posted rule, or interfering with the health, safety, comfort or enjoyment of other patrons, users or staff.
- All federal, state, county and local laws and ordinances will be enforced.

### **Whirlpool**

- Pregnant women are prohibited from using the whirlpool, as it may be hazardous to your health.
- No shampoo, hygiene products or soaps are allowed.
- No shaving.
- Limit exposure from 10 to 15 minutes. Always leave sooner if you feel any discomfort.
- Those with skin irritations or abrasions should refrain from use.
- No reading materials.

### **Sauna**

- Pregnant women are prohibited from use of the sauna, as it may be hazardous to your health.
- Do not pour water on coals
- Do not dry clothes in sauna.
- No shaving.
- Bring a towel to sit on.
- Limit exposure from 5 to 15 minutes, but always leave sooner if you feel any discomfort.
- Follow time limits as recommended by the National Spa and Pool Institute and reviewed by the U.S. Consumer Product Safety Commissions.

### **Steam Room**

- Pregnant women are prohibited to use the steam room, as it may be hazardous to your health.

- No eucalyptus.
- No shaving. No spitting.
- Beginners limit exposure time to 6 minutes or less.
- Veteran users limit exposure time to 10 minutes or less. Always leave sooner if you feel any discomfort.
- Bring a towel to sit on.