



POLICIES & PROCEDURES

Code of Conduct

The Woodlands expects all members to act appropriately and respect the rights of other members, Wellness Center staff, and other Woodlands Program participants. Profanity and other inappropriate acts will not be tolerated. Everyone is expected to show respect and be accepting of all abilities.

When you visit the Woodlands Wellness Center: Be sure to check in with the front desk staff.

Attire

Members must wear shirt, pants, and shoes at all times within the Wellness Center public and fitness areas. Swimming apparel is required for use of the swimming pool. Members are advised to bring their own towels and water shoes. Towels are not provided by the Wellness Center.

Accidents/Injuries and equipment malfunction

All accidents and/or injuries must be reported to Woodlands staff members immediately. The Woodlands assumes no responsibility for injuries resulting from participation in Wellness Center activities. Members and visitors are required to report any equipment malfunctions or hazardous situations to Wellness Center staff.

Parking

Parking is provided for Wellness Center members in the outdoor lot, adjacent to the Sports Court. When the gates of the Sports Court are open, this area may also be used for parking. Members and visitors are asked not to park over the yellow safety line outlining the perimeter of the Wellness Center lot. The line is there to ensure that members, participants, and guests who use wheelchairs have room to pass through unobstructed.

Men's Locker Room, Women's Locker Room, and Family Locker Room

The Woodlands Wellness Center is not responsible for any items lost or stolen in the locker rooms. Members are advised to bring their own locks which may be applied to a locker on a daily basis to protect personal items for the duration of their Wellness Center visit. Locks must be removed after each visit. The Woodlands Wellness Center locker rooms are shared spaces, including the Family Locker Room. The Woodlands offers family changing rooms for those with disabilities, as well as for children over the age of 4.

Smoking and Alcohol Use

The Woodlands Wellness Center and its facilities are tobacco, alcohol, and drug free environments.

Loitering

Loitering is not permitted on the Woodlands campus.

Facility Rental

The Woodlands facilities are available to rent for parties and gatherings. Members and visitors may contact the Administrative Office or Wellness Center front desk for more information. 724-935-6533.

Class Cancellation

The Woodlands Wellness Center reserves the right to cancel classes due to lack of enrollment or inclement weather. In the event of cancellation, members will be notified via email as soon as possible. Wellness Center members are encouraged to check The Woodlands Wellness Center Facebook page and The Woodlands website for updates.

Inclement Weather Cancellation Policy

The Woodlands follows the NORTH ALLEGHENY School District for delays and closures. All participants should watch any of the three major TV networks for updates on delays or closings (KDKA, WPXI, WTAE).

If North Allegheny CLOSES or has a 2 HOUR DELAY the Wellness Center will open at 11:00 am for regular scheduled open times and classes UNLESS otherwise notified through email and The Woodlands Wellness Center Facebook page.

Member Agreement

All new members pay an enrollment fee of \$100. The Woodlands Wellness Center requires a 30 day notice prior to the quarterly payment date in order to cancel or freeze membership. Once payment is applied for a quarter, it is non-refundable.

Members must complete a Cancellation/Freeze of Membership form in order to cancel membership and automatic payment.

The Woodlands reserves the right to cancel a membership at any time for members who violate the Wellness Center Code of Conduct or any safety policies.

A membership to The Woodlands Wellness Center includes the following:

- Full access to the facility
- Full access to the equipment
- Admittance to all classes. Please refer to the The Woodlands Wellness Center class schedule.

FITNESS & AQUATIC CENTER POLICIES

Cardio Time Limit

As a courtesy to fellow Wellness Center members, please limit use of lap lanes and cardio machines to 30 minutes during high occupancy hours.

Shower Before Pool Use

Members must shower **before** using the pool facilities at the Woodlands. Showers are available for member use in the locker room areas.

Re-Rack your Weights

Please place weights and exercise equipment back in its designated spot when finished.

Proper Attire and Hygiene

Swimming apparel is required. Swim suites, gym clothes, and all other clothing must be appropriate for a family environment. Members and visitors must wear shirt, pants, and shoes at all times. Please limit the use of perfumed sprays. Observance of regular hygiene routines is expected.

Wipe down equipment

After use, please wipe down equipment with the provided spray bottles or wipes provided.

Supervision

Parents or guardians of children who cannot swim on their own or need to use a flotation device must accompany their child in the pool and remain within arm's reach of their child at all times.

Food and Drink

No glass containers of any kind are permitted in the pool or gym areas. Members are allowed to have closed water bottles. No other food or beverage item, or gum is permitted in the pool or gym area.

Medical Clearance

Before participating in physical activity, The Woodlands Wellness Center recommends prior clearance from a physician.

Pool Safety Rules

- Patrons must wear water shoes while in the pool area.
- Patrons must dry off completely before leaving the pool area. We don't want any falls in the hallway!
- Patrons must use the restroom and shower before entering the pool.
- Do not run or engage in rough play in the pool area or in The Woodlands Wellness Center.
- Children under the age of 12 must be accompanied by an adult over the age of 18 while in the pool.
- Wear family appropriate and clean swim attire only.
- Food and glass containers are prohibited in the pool area.
- Diving is only permitted in 8 ft. area.
- Patrons are not permitted to flip from the sides of the pool into the water.
- Please refrain from hanging on the ropes.
- Please do not distract the lifeguards.

Criteria Prohibiting Use of Pool

- Children using the pool must be toilet trained -- if not toilet trained **MUST** wear a swimming diaper and rubber swim pants.
- Please do not enter the pool if you suspect you have or know you have a communicable disease, any open wound, or any eye, ear, nose, or throat infection.
- Please do not use the pool if you have experienced any form of incontinence or are recovering from diarrhea or if you have had any signs or symptoms of stomach disease in the previous 72 hours.

