



## Waverley Oaks Athletic Club Policies & Practices

*The following Policies & Practices of the Waverley Oaks Athletic Club may change the discretion of management, with or without notice. This document supplements additional information posted within the club and on our website.*

### General

These policies and practices are for the safety & satisfaction of all our members. Your cooperation is appreciated.

- 1) All members and guests must check in at the front desk. All guests are required to complete registration forms and present a picture I.D.
- 2) All Members are required to have their photo taken at the Front Desk.
- 3) Shirts and proper footwear are required in the facilities.
  - Pool – swimsuits are required.
  - Fitness Center & Classes/Studios – Athletic clothing and footwear (no “street” shoes, boots, bathing suits, flip flops or sandals).
- 4) Cell phone use is permitted in the lobby area only.
- 5) Parents are responsible for their children at all times. Children may not remain in the lobby unsupervised while parents use the Club. Children may not be in the Studios during classes with their parents. Children must be placed into our Kids Club during available hours of service.
- 6) Members and guests are responsible for their own personal belongings. We recommend not bringing valuables to the Club. Waverley Oaks Athletic Club is not responsible for loss or damage to your property.
- 7) Please be sensitive to other member allergies and refrain from heavy use of perfumes and spray deodorants and conversely please wear clean, odor free attire when exercising.
- 8) Please use appropriate language in the common areas of the club and refrain from profanity.

### Membership

- 1) Any changes to membership must be completed by the 25<sup>th</sup> of the month to take effect for the following month.
- 2) Members may freeze their membership at any time for a minimum of one month and pay the corresponding freeze fee based on membership type. A medical freeze will have the fee waived with appropriate documentation.
- 3) Cancellation requests must be made, in writing by the 25<sup>th</sup> of the month, and approved by a manager before taking effect.
- 4) Upgrades to existing membership plans are available at a discount for a minimum of 3 months.
- 5) Any rejected transactions from a credit card or bank account are subject to a \$15 processing fee.
- 6) Members may bring guests at any time to the club. Guests must register at the Reception Desk and present a valid photo ID. Adult (16+) guest fee is \$20 and Junior (2-15) guest fee is \$10.

## **Fitness Center & Group Exercise**

- 1) Completion of a health history questionnaire and new member orientation is requested of all members prior to first use of the Fitness Center. This is a complimentary appointment and strongly recommended prior to starting an exercise program.
- 2) Children under age 16 may not be in the Fitness Center or Group Fitness Classes, even with a parent, unless they have completed our Junior Fitness Training program.
- 3) Only trainers employed by Waverley Oaks Athletic Club are allowed to perform personal training or any fitness related services with our members.
- 4) Cardio Mezzanine: Please adhere to a 30-minute machine time limit if there are members waiting for cardiovascular machines for children ages 13-15. Please contact our Fitness Director to schedule training.
- 5) Strength Center: Please allow other members to use the piece of equipment that you are using. Complete one set and then move to allow others to participate. Equipment is not to be held by one member for multiple sets of exercises in succession.
- 6) Please wipe down all equipment after use.
- 7) Return all equipment, dumbbells, bars and plates to their appropriate racks when finished as a courtesy to the next member.
- 8) Do not drop equipment, dumbbells, bars and plates in the Fitness Center. Olympic style exercises must be completed in a power rack unit with the safety guards to ensure weights do not hit the floor.
- 9) We recommend always having a spotter when lifting free weights or using plate loaded equipment for your safety.
- 10) Please arrive to Group Fitness Classes on time.
- 11) Let your instructor know if you have any medical issues (i.e. injury, pregnancy) or concerns prior to the class starting.
- 12) We recommend that when trying a new Group Fitness Class for the first time you position toward the back of the room so that you can feel comfortable doing the exercises in a modified manner.
- 13) The club reserves the right to change the format and instructor of a class at any time, for any reason.
- 14) During inclement weather if Waltham Public Schools are Closed or Delayed then all classes at the Club are cancelled through 1pm. The Club will provide updates about afternoon and evening programs later in the day. Updates are also posted on our website and on our Facebook page.

## **Swimming Pool**

- 1) All members must take a cleansing shower before entering the pool.
- 2) Children must be supervised at all times while in the pool area. Children under age 12 are only permitted in the pool during designated Family Swim Times. Children ages 12 and older who are capable of swimming without assistance may swim during Lap Times.
- 3) Children who are not toilet-trained must wear a swim diaper, rubber pants and bathing suit in the pool.
- 4) Lanes may be designated for private lessons at any time.
- 5) Lanes must be shared by members. Split the lane for 2 swimmers, circle swim for 3 swimmers.
- 6) Prohibited activities include running, pushing, horseplay, shoulder riding or excessive noise at the pool.
- 7) Any person having an infection or communicable disease is prohibited from using the pool.
- 8) Unsanitary personal practices (spitting, spouting water, etc.) are not permitted in the pool.
- 9) No food, drinks, glass containers and chewing gum allowed on the pool deck.
- 10) Please do not sit, stand or hang on the lane lines.

## **Locker Rooms Including the Saunas / Steam Rooms**

- 1) Lockers are provided for your convenience. The Club is not responsible for lost or stolen items. Please do not store valuable items in the lockers.
- 2) Daily use lockers are available on a first come/first serve basis. Locks must be removed each day or they will be cut off at the end of the day and items will be donated.
- 3) Cell phone use of any kind is prohibited in the locker rooms.
- 4) Please respect the privacy and comfort of other members and we ask that you cover your body as much as possible.
- 5) The use of the sauna & steam Room is restricted to adults age 18 & older.
- 6) Any tampering with the heating element in the sauna (such as pouring water on the unit, hanging clothes on the unit, or drying towels on the unit) will result in membership suspension and termination if multiple offenses are reported.
- 7) A swim suit must be worn, or towel used to sit on in the sauna & steam room.
- 8) No food or drinks allowed inside the locker rooms and sauna / steam room.
- 9) Footwear (sandals or flip flops) is recommended to be worn in the locker rooms and sauna / steam room.
- 10) Please remove all your belongings when you leave.

## **Kids Club**

- 1) Kids Club service is included at no additional fee for children who have a family membership. Adult members may also use the Kids Club service for an \$8 per child/per visit fee.
- 2) Kids Club is available for children ages 4 months and older to provide supervised play in a safe and fun atmosphere.
- 3) There is a limit of two hours per visit to Kids Club.
- 4) All parents or guardians must remain on club premises while their children are being cared for in Kids Club.
- 5) Your child will not be accepted if he/she is ill. Please respect other children who are healthy by keeping your child at home. If your child is placed on antibiotics for an infection, they may return to Kids Club 24 hours after the first dose is given.
- 6) If your child becomes ill, unhappy or unmanageable for more than 10 minutes, we will call you to Kids Club.
- 7) Parents must inform our staff of any medical information needed while their child is in Kids Club.
- 8) Packing a small snack and drink is okay but please mark all items with your child's name. All snacks must be nut free.
- 9) We require all parents or guardians to sign children in and out of Kids Club.
- 10) For the safety of your children, parents may not go beyond the check in area.