

Wellness Center Policies

Participation Requirements:

- A. Prior to participation using gym, members must:
1. Sign and date the appropriate forms, including Participation Fitness Waiver and Physician's Medical Clearance Fitness Waiver.
 2. Attend an orientation on the proper use of equipment.
 3. Pay any fees that may be required.

Dress Code Policy:

- A. Wear appropriate attire:
1. This includes comfortable clothing such as sweats, T-shirts, shorts, stretch pants. Clothes must not be loose, long and or flowing in order to prevent becoming caught on machines.
 2. You must wear gym shoes. No dress shoes or bare feet. Bring a change of shoes during bad weather.
 3. Do not wear any loose jewelry (necklaces, bracelets, rings, watches, etc.)

Gym Policies:

- A. **All Wellness Center Participants are required to:**
1. Scan in upon arriving at the Senior Center.
 2. Abide by all Center rules & code of conduct policies
 3. Follow proper usage & operations for all machines.
Wear the safety clip when using the treadmill.
 4. Be courteous of other members. When there are people waiting to use the machines, follow the 20 minute time limit rule.
 5. If a machine is in use add your name to the wait list.
 6. Use of equipment is "first come, first serve." No name can be added to the wait list unless the person is present in the room. No "holding" places.
 7. Return free-weights to their proper place. Do not lean them against the wall, other equipment, or set them on the bench. Please do not drop or throw the weights.
 8. Only water bottles are allowed. A water cooler is available as well. No food or other beverages allowed in the gym.

9. Show respect for the care of the facility, the equipment, volunteers and other members. Physical or verbal abuse will not be tolerated.
10. Report any damage or facility-related injury to the office immediately.
11. Be responsible for your belongings. We are not responsible for lost or damaged possessions.
12. Bring a clean towel to use on machines and wipe down the machine after your use.
13. Realize a personal trainer is not always available in the gym. See staff for any questions.
14. When a person is in violation of the policies or the code of conduct it should be brought to the attention of the Director of the Senior Center by anyone who is aware of the improper conduct. Should the Director consider the offense sufficiently serious to warrant disciplinary action, the person will be so advised. If the matter is not serious and the Director is satisfied that the violation will not happen again, the matter may then be dropped. Should the Director consider the offense sufficiently serious to warrant further action, the person will be so notified in the following manner:

First Offense: A verbal warning by the OOA Director, a clear explanation of the nature and importance of the rule or guideline that was broken and a reminder of the disciplinary action that will result from a second offense.

Second Offense: A meeting with the Director where a written warning is issued.

Third Offense: Temporary suspension from the Senior Center & its programs for a period of 1 to 6 months, depending on the severity of the offense.

Fourth Offense: Permanent dismissal from the facility.

I have read, understand and will abide by all the requirements in this policy. Any questions I might have had were answered.

Participant's Name _____ Date _____