

FACILITY POLICIES

Purpose: To outline the policies in all Recreational Sports facilities

Scope: Patrons & staff

Policy:

- I. GENERAL FACILITY POLICIES
 - a. Violation of these policies or other violations of the University policy will be reviewed and acted upon appropriately.
 - b. Indoor facilities access
 - i. To access the Ramsey Student Center, Pound Hall, and all Rec Sports satellite facilities, patrons must have an active membership or purchase a guest pass.
 - ii. Patrons may gain access to indoor facilities in the following ways
 1. Iris Photo: Enrollment in the iris recognition system allows patrons to access the facility. UGACard must be presented to enroll.
 2. UGACard: The UGACard can be used to check-in at indoor facilities. UGACard should be presented to staff so information can be entered to verify active membership.
 3. Guest Pass: Use of either of these passes will allow entry into indoor facilities. Limitations of this pass must be followed as outlined in their respective policy.
 4. Volleyball + Swim participants & approved reservation patrons on daily schedule must check-in at the front desk.
 5. Students enrolled in or teaching UGA courses must check-in at the front desk.
 6. Facility tours: Patrons may gain access for tours as outlined in the policy on Spectators and Tours.
 - c. The following are prohibited in indoor facilities:
 - i. Alcoholic beverages, illegal drugs, ecigs, and tobacco products (also prohibited at outdoor facilities).
 - ii. Amplified music – headphones/earphones are required for personal stereos (with the exception of the Studios).
 - iii. Any activity or exercise that may damage facility floors, walls or equipment
 - iv. No outside equipment is permitted to be attached to any Department of Recreational Sports equipment. All equipment brought in and utilized by patrons should be in proper working conditions and used in a safe manner.
 - v. Glass containers
 - vi. Intoxicated persons
 - vii. Open flames/candles
 - viii. Personal chairs and tables
 - ix. Pets (with the exception of service animals and service animals in training in accordance with UGA's Service Animal Policy <http://www.uga.edu/eoo/policies/pdfs/ServiceAnimalPolicy.pdf>)
 - x. Rollerblades, roller skates, skateboards, Heelys, and Hoverboards

- xi. Weapons of any kind
- xii. Organized or informal recreational activities may be stopped in the hallways and corridors if deemed unsafe to patrons or harmful to facility.
- xiii. Modification of Recreational Sports Facilities and Equipment is not permitted.
- xiv. Personal Training in the Ramsey Center and in other recreational facilities can only occur through trainers certified by the Department of Recreational Sports and academic classes regularly scheduled in the facility. Any other personal training, whether for pay or not, is strictly prohibited due to safety concerns and to ensure that no state facilities are used to advance a private enterprise
- xv. Do not bring valuables to the facilities. Personal belongings should always be secured in lockers. Recreational Sports is not responsible for lost or stolen items. Patrons should inquire about lost items and report suspected thefts to the staff at the Admissions Desk.
- xvi. Items turned into "Lost and Found" are generally kept for four weeks. UGACards are normally submitted weekly to the UGACard Office.
- xvii. Cell phones should only be used in common areas of the facility such as lobbies and hallways. Cell phone usage in locker rooms is strictly prohibited.
- xviii. Food and beverages may only be consumed in designated areas.
- xix. Use or display of abusive and/or profane language is prohibited. Recreational Sports reserves the right to refuse admittance or request individuals to leave the facilities for such behavior or attire at any time.
- xx. Children over age 4 are not permitted in the locker room of the opposite sex. Please use the Parent/Child Unisex Changing Rooms, which are located on the first floor in the Aquatic Hallway opposite the Recreational Pool entrance doors at the Ramsey Student Center and on the first floor at Pound Hall. If you believe someone is in violation of this policy, please report this incident to the staff located at our Admission Desk.
- xxi. Individual Photography/Filming is permitted for personal non-commercial and lawful use provided permission has been granted by the individual(s) being photographed. Photography/Filming must not contain any University of Georgia identifiable markings or affect daily operations. Photography/Filming is not permitted in restrooms or locker rooms. For all other Photography/Filming requests please refer to <https://recsports.uga.edu/media-requests/> .
- xxii. All accidents and injuries must be immediately reported to a staff member.
- xxiii. Spitting is not permitted in any activity or common areas. Spittoons or trashcans are provided in all areas for this purpose.
- xxiv. Verbal instructions issued by Department of Recreational Sports Staff should be strictly followed. Failure to abide by any request given by any Recreational Sports Staff permits grounds for removal of the facility and/or membership suspension.

II. FACILITY SAFETY POLICY

- a. Spotters are recommended.
- b. Users should always inspect the equipment for loose, frayed or worn parts before using. Report any injury or facility/equipment irregularity to the staff on duty.
- c. All members are strongly encouraged to ask Facilities staff members for an orientation prior to equipment use. Do not use equipment for purposes other than those noted on the station.
- d. Patrons must use the emergency off clip while on treadmills.
- e. Weight clips are mandatory at all times for barbells.

III. FACILITY POLICIES

- a. Patrons are responsible for all facility policies including those posted on the Rec Sports website.
- b. Staff has the authority to enforce all Rec Sports policies. Failure to comply may result in suspension of Rec Sports privileges
- c. Non-UGA student patrons between the ages of 16-18 accompanied by member parent/guardian are able to access Strength & Conditioning rooms during Family Hours listed on our website.
- d. Bags of any kind are not permitted in the weight rooms. Recreational Sports is not responsible for lost or stolen property.
- e. Food, colored drinks, chewing gum, and tobacco are not permitted in all weight areas.
- f. Personal audio devices should be used with headphones only.
- g. Athletic tops and athletic bottoms are recommended.
- h. Closed-toed non-marking athletic shoes are required in weight rooms and when using any fitness equipment.
- i. Clothing that in any way damages equipment, upholstery, or flooring are prohibited.
- j. We recommend that all patrons wipe off benches and pads before and after use
- k. Please notify Facilities staff with any concerns regarding equipment
- l. Time is limited to 30 minutes on all equipment. Equipment is first come, first serve.
- m. Equipment must always remain in the weight rooms.

- n. All equipment must be returned to the designated location after use.
- o. Slamming or dropping of weights is prohibited.
- p. Personal Training may only be provided by Recreational Sports and academic classes.

IV. ADDITIONAL POLICIES

- a. Machine Use - Instructions are clearly provided on each strength machine. Please ask for additional instruction if you do not understand the instructions.
- b. Spotters- Spotters are recommend at all stations in the free-weights area. Participants shall use extreme caution in moving equipment and weights to avoid potential injury to themselves or others.
- c. Clips – Clips are required on all barbells.
- d. Safety Bars – Safety bars must be in place while performing heavy lifts inside the squat racks. This includes the Smith Machine.
- e. Do Not Drop Any Weights – The machines and weights should be used with care. Dropping dumbbells and weight stacks can cause injury, equipment damage, and facility damage.
- f. Return Equipment – Users must return bars / weights to their proper storage racks. Failure to do so may result in a loss of facility privileges.
- g. Time Limits – Users should be courteous to others by limiting the length of their workout at a single station or activity to 30 minutes when others are waiting.
- h. Weight Machine Adjustment Knobs – Users should only turn the knob when the weight is completely lowered to the stack. Do NOT attempt to adjust the knob while the weight is in a raised position. This will damage the knob and could result in personal injury.
- i. Broken Equipment – If weights, pulleys or other parts become jammed, users should not attempt to free them without Facilities staff assistance. Report the problem to the Facilities staff on duty.
- j. Inspections – Users should always inspect the equipment for loose, frayed or worn parts before using. If in doubt, do not use the equipment and report the problem to a Facilities staff member.
- k. Keep Body Parts Clear – To reduce the chance of injury, users should keep head and limbs clear of weights and moving parts at all times.

- I. Do Not Move Stations – The weight benches/stations are to remain at the original location unless it is an adjustable bench with wheels, i.e.) bench with the Smith Machine. In this case, the bench is to be returned to its standard location after use.
- m. Keep Walls Clear – Weights are not to be propped against the walls, pillars or mirrors due to the risk of damage or injury.
- n. Use of Barbells Off – or Out of the Rack – For the safety of all patrons and to protect the facility walls, no barbells may be propped against any wall or any piece of weight equipment for the purpose of performing a “functional training” type exercise, i.e., “landmines”. Bars must remain clear of main circulation areas on the fitness floor.
- o. Power / Olympic Lifts – For the safety of all patrons, no power/Olympic lifts (clean and jerk, snatch, overhead press, squat, and the deadlift) are to be performed in the open floor area. These lifts should only be performed on platforms. Users should exercise common sense before attempting an Olympic lift inside the power rack as there may not be adequate room depending upon the size of the lifter. No dropping of weights is permitted.

Procedure:

I. GENERAL VIOLATIONS OF POLICY

- a. If a patron is violating a policy, the following actions should be taken:
 - i. Inform/educate the patron of the policy and ask them to comply.
 - ii. If the patron refuses to comply and/or continues to behave against policy, contact the manager or UGAPD if needed.
 - iii. Contact a Facility Manager to complete appropriate incident report.
- b. If patron violates member access policy by helping other patron illegally access facility, the following actions should be taken:
 - i. First offense - Member will be suspended until having met with professional member of Facility Operations staff and explained misconduct.
 - ii. Second offense – Member will be suspended for remainder of Semester or minimum of 2 academic months and sent to Student Conduct
 - iii. Third offense – Suspended indefinitely for a minimum of a full year and sent to student conduct.

II. VIOLATIONS OF CHILDREN IN LOCKER ROOM POLICY

- a. At least two staff members of the appropriate sex will go to the locker room to investigate the incident.
 - i. We will ask the patron for the child(ren) age. If the child(ren) has a membership, we will ask for 81# to verify age via Fusion. (Children should only be in our facilities during Family Hours with a membership or guest pass per our Spectator Policy).
- b. If warranted, staff will notify the offending patron that they are in violation of our policy and record the incident on our Incident Report form as well as our Nightly Program Assistant Report. Depending on the nature of the incident, UGAPD may be contacted immediately.
 - i. First offense, patron and child(ren) will be asked to leave locker room area and informed of appropriate area.
 - ii. Second offense, patron will meet with administrative representative(s) from the Department of Recreational Sports to discuss incidents and corrective actions. These actions could include suspension of membership privileges or termination of membership for an indefinite period of time.