

# **Operating Rules and Regulations Hunter Mill Swim and Racquet Club**

Amended June 15, 2010

1. Purpose -- The following rules and regulations are for the protection and benefit of all persons who may use the facilities of Hunter Mill Swim and Racquet Club (“HMSRC” or “Club”). They are designed to ensure the safe and sanitary operation of the pools, tennis court, pool house, locker rooms and grounds. These rules and regulations are applicable to all persons authorized to use the facilities (i.e., members and their families, guests, employees and contractors).
2. Failure to Comply -- Failure to comply with any of the rules and regulations may be considered sufficient cause for immediate suspension or cancellation of any or all privileges of membership of the offending member.
3. Management -- HMSRC has contracted with a professional pool management company for the maintenance, safety, order and cleanliness of the pools and pool area. The daily operation of the facility is the responsibility of the pool manager and the pool management staff. They will be in charge at all times. The scope of the manager’s duties includes the enforcement of discipline for the safety and enjoyment of all persons concerned with the club. The manager will be guided in the performance of these duties by the rules and regulations set herein and from those instructions received from the Board of Directors.
4. Enforcement of the Rules -- Members are responsible for the conduct of their families and their guests. Everyone is expected to show proper respect and be cooperative. Members who have suggestions, grievances, or complaints regarding these rules and regulations or their interpretation should refer them to the Board of Directors, preferably in writing. The names, telephone numbers, and e-mails of all Board Members are available from the pool staff and on the Club’s web site at [www.huntermill.org](http://www.huntermill.org). The manager and pool staff have the authority to enforce the rules included herein with special emphasis on those rules relating to health and safety. The pool staff may suspend the privileges of any person for the remainder of the day when such person fails to observe the rules or otherwise conducts him or herself improperly. The pool staff shall have the authority to suspend the privileges of any member for up to one week. Suspension for any period will be reported to the Board of Directors within 24 hours of the suspension.
5. Membership -- Membership is limited to a total of 300. All memberships are available from the Membership Chair of the Board of Directors. All members are responsible for paying their annual dues by the deadlines set forth by the Board of Directors and as billed by mail prior to the annual pool opening. If dues are paid after that timeframe, a penalty shall be incurred, the amount of which will be set annually by the Board of Directors. New members must also pay a one-time, non-refundable initiation membership fee, the amount of which is determined annually by the Board of Directors.

6. Member Identification -- Each member family will be provided an identification number in their annual newsletter or on a Member List available at the Front Desk. The ID must be recorded every time the member uses the pool. A record of daily admissions will be maintained by the pool staff and reviewed by the Board of Directors as necessary.

7. Guests -- Guests of members are welcome to use the pool and tennis facilities. However, in the interest of members, it is necessary to establish certain conditions for such use.

- A guest is defined as a person visiting on a daily basis. Fees (payable at entry to the pool staff) are set annually by the Board of Directors and are paid per day per guest.
- Guests' name and address will be entered in a guest register maintained by the pool staff at the front desk.
- All guests are subject to the same rules and regulations as members. Members must accompany their guests at all times and are responsible for the conduct of, and liable for, any damage caused by them.
- A non-swimming adult guest (e.g., grandparents) may be admitted to the pool area without charge at the discretion of the pool staff.
- The pool manager and staff (at their discretion) may restrict or suspend guest privileges to alleviate overcrowding the pool.
- Notification of a large number of guests (e.g., extended family get together, birthday party) must be given to the staff at least 24 hours in advance of their arrival. A large number is considered 7 or more guests.

8. Pool Schedule -- Hours of operation are determined annually by the Board of Directors and published on the notice board and in the newsletter prior to the annual opening date of the pool. Regularly announced hours may vary for special events and swim meets. Hours of operation changes will be announced via the notice board at the pool house.

Heavy rain, thunder or lightning, as well as low temperature, will close the pool for a period of time to be determined by the manager. In stormy conditions, the pool will remain closed for a minimum of 45 minutes with each roll of thunder or flash of lightning.

9. Pool Operation -- The pool is reserved for adult only swimming (16 years and older) during the last 10 minutes of each hour. The pool staff will signal the start and end of this period. One lane will be set aside for lap swimming during normal operating hours except during special events. The use of the lap lane by children will be at the

discretion of the pool staff. The diving area will normally be reserved for diving only. No general swimming is allowed in the diving area while the diving board is in use. The pool staff may authorize the area to be used for in water games (such as shark) as long as it does not adversely affect other members who wish to use the diving board.

10. Health -- Hunter Mill Swim and Racquet Club complies with Fairfax County Health Code.

Swimmers must take a soap shower at the bathhouse prior to entering the pool.

Spitting, spouting of water, chewing gum, urinating, defecating or blowing the nose in the pool is strictly prohibited.

Children who are not completely toilet trained must wear diapers manufactured specifically for use in swimming pools in both the wading pool and in the large pool. Disposable diapers that are not approved for swimming are not permitted in the wading pool or large pool at any time.

In the event of water contamination due to diaper leakage, feces in the pool, or vomiting in or around the pool area, staff must be notified immediately. The pool will close for cleaning and disinfecting.

All injuries on the premises must be reported immediately to the pool staff. Accident forms will be available at the guard station and must be filled out by the pool staff. In case of emergency or when a parent cannot be reached, the manager is authorized to call for medical service or ambulance service. Any charges will be the responsibility of the member concerned.

No animals or pets will be allowed in the pool area except guide dogs.

11. Safety -- No running, pushing, acrobatics, or undue disturbance in or about the pool will be tolerated. Water sports are allowed at the discretion of the manager as long as they do not unduly disturb other swimmers.

No glass objects other than eyewear will be used in and around the pool.

Only one diver will be allowed on the diving board at one time. Diving is permitted only when the previous diver has reached the pool ladder. Diving is only permitted from the end of the diving board. Divers will immediately exit the diving area by the ladder following a dive/jump/etc.

Diving is not permitted off the deck in the shallow end or from the sides of the pool except during authorized swim team practices.

Children who cannot swim are not permitted to be on the pool deck or around the pool unless accompanied by and under the close supervision of an adult. Children using floatation devices (arm bands, bubbles, etc.) are considered to be non-swimmers.

During swim team practice, swim team members that are under 8 years of age and/or have not successfully passed the swimming test provided by the Pool Staff must be supervised by a person 13 years of age or older.

Nerf balls or other soft balls are permitted in the pool at the discretion of the pool manager.

Inflated training and safety devices are permitted in the wading pool and in the shallow end of the pool at the discretion of the manager. Children using these devices must be under proper supervision by an adult.

Snorkels are not permitted in the pool. Tempered or safety glass masks (Must be printed on the mask) are permitted when the pool is not crowded. Swim fins are permitted only when the pool is not crowded or in the lap lane at the discretion of the pool staff.

Lifeguards shall not be permitted to baby-sit during their normal working hours. Members will refrain from having lengthy conversations with the on-duty lifeguards. This distracts the lifeguards from their primary tasks of safety and supervision.

During general swimming hours, children who have not yet completed second grade or are not yet nine years of age shall not be permitted within the pool enclosure unless accompanied by a person 13 years of age or older, who will be responsible for and supervise the child. All children ages 9 and 10, and all children ages 11 and 12 who are not on the swim team, must satisfactorily complete a swim test in order to be allowed into the pool unaccompanied. A swim test will include swimming one length of the pool without stopping or touching the bottom, treading water, drown-proof or float on back for two minutes in deep water. If a child does not pass the swim test, a person 13 years or older must accompany them when in the pool area. All unaccompanied children, ages 9 – 12 years, must maintain a swim contract on file with the pool staff. Swim contracts must be signed by a parent and are available from the guard station.

The wading pool shall remain locked until the pool opens. It shall be limited to regular pool hours and to children 5 years of age and younger. The pool management will not furnish normal lifeguard service in the wading pool enclosure. Parents, or those delegated by the parents to be in charge of their children, will be responsible for the children they bring into the wading pool area. Children must be accompanied by a person 13 years of age or old, at all times while in this enclosure. Rough play, splashing and running in the wading pool is not permitted. The pool staff retains the right to ask children to leave the wading pool area.

Safety rules apply equally to all members, their families and guests, and staff.

No rollerblading, scooter riding, biking, and/or skateboarding will be allowed in the pool area or pool house at any time.

Police of Fairfax County are authorized to enter the pool premises at any time and exercise the same authority as in any public place.

12. Respectful Conduct -- Profane, vulgar or abusive language is not permitted on the Hunter Mill Swim and Racquet Club grounds. Offenders may be suspended for the remainder of the day following one warning by the staff.

Individual mobile electronics and telephones and must be operated at a sound level not objectionable to other members present.

Food and drink are permitted in designated areas of the pool only, namely the gazebo/picnic pavilion and at the picnic tables. All garbage is to be disposed of in trash containers immediately. Members who habitually leave trash and empty drink containers around the pool area will be restricted from bringing food and drink to the pool grounds.

Willful destruction, damage, or removal of property of the HMSRC property shall be punishable by forfeiture of the members' privileges until such time as full reimbursement is made for the restoration costs. Legal action will be instituted in those instances deemed necessary.

Members and guests will not trespass on private property adjacent to the swimming pool grounds and will be considerate of pool neighbors in every way.

No narcotics, drugs or alcoholic beverages are permitted on the pool property unless prescribed by a doctor. The only exception to this rule is alcoholic beverages may be brought to the pool for events as designated by the Board of Directors.

Lost and found articles will be kept for 2 weeks and then disposed of by the Board of Directors.

HMSRC and the staff assume no responsibility for the loss or damage to personal belongings, bicycles or automobiles located on or near the HMSRC property.

Lawn chairs, chaise lounges and tables are on a first come basis. They will not be placed so as to obstruct free access to the bathhouse entrances and the pump house door or so as to block the view of the pool from the lifeguard positions.

A telephone is provided at the main Guard's area for the convenience of the members. The phone is set up for non-toll calls only. Collect calls will not be accepted from the telephone. The Pool manager & Staff shall limit use of the phone at their discretion. In the event that the Pool Manager or staff requires the use of the phone to conduct Club business, and especially for any emergency, the convenience use of the phone shall be surrendered immediately and access provided to the staff member.

Rental forms for space and/or equipment are available from the Social Chair of the Board of Directors and/or from the Web. The Social Chair shall be responsible for coordinating all rentals to ensure that conflicts do not arise.

Notices may not be posted or written on the bulletin board, dry erase boards or within the pool house or pool area without permission from the Board of Directors. Posters or papers should not be taped to the walls or columns in the pool house.

13. Tennis -- The courts operate at all other times on a first come basis, except for reserved time for junior tennis clinics and private lessons scheduled with the Club instructor.

Keys are available from the Tennis Chair of the Board of Directors or on a loaner basis from the Guard while the pool is open. A deposit fee is required to obtain a key on a permanent basis. In addition, a key to the court is available for checkout during play at the guard's station.

Guests of members are expected to follow the same rules as for admittance to the pool i.e., guests from the local area are expected to pay the normal guest fee for use of the tennis courts. The court is to be locked at all times when not in use by a member or guest.

Players will restrict their play to one hour if other members are waiting to play.

No rollerblading, scooter riding, biking, and skateboarding are allowed on the tennis courts at any time.

Non-skid shoes only are allowed on the tennis courts.

14. Miscellaneous – These rules may be revised or additional rules established as considered necessary at any time by the Board of Directors. Situations arising that are not covered specifically by any rule or regulation herein will be handled at the discretion of the manager or the Board of Directors.