

Groveport Parks & Recreation Dept.  
**Birthday Party Package**  
**Reservation Application & Contract**  
(Revised 06/01/2015)

City of Groveport  
Parks & Recreation Dept.  
7370 Groveport Rd.  
Groveport, OH 43125  
(614) 836-1000 Office  
(614) 836-2999 Fax

This document will not be considered unless all fields are complete. Please print clearly.

Birthday Boy or Girl's Name (First & Last): \_\_\_\_\_ Today's Date: \_\_\_\_\_

Child will be turning \_\_\_\_ years old. Child is a:  Boy  Girl

Name of User: \_\_\_\_\_  
(First) (Last) (Middle Initial)

Driver License Number or State I.D. #: \_\_\_\_\_

Home Address: \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (Zip)

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_ Fax Phone: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

Location:  Groveport Recreation Center  
 Groveport Aquatic Center (Seasonal Outdoor Water Park)

Day of Event:  Sun.  Tues.  Thurs.  Sat.  
 Mon.  Wed.  Fri.

Date of Event: \_\_\_\_\_

Child's T-Shirt Size:  Youth Medium  Youth Large  Adult Small  Adult Medium

**Party Room Requested:**

All parties will be reserved in the "Lock 22" room, unless that room is currently reserved by another User or your party will have over 25 persons.

Lock 22 (25 occupancy max).  Ohio Room\* (40 occupancy max).  
\* limited availability

Time Requested In Room: (Availability Subject to Building Hours)

12:00 p.m. – 1:30 p.m.  4:00 p.m. – 5:30 p.m. (excluding Sundays in summer)  
 2:00 p.m. – 3:30 p.m.  6:00 p.m. – 7:30 p.m. (not available on Sundays)

**Number of People Attending Event:** \_\_\_\_\_ (include ALL adults & children).

The Birthday Party Package covers up to (20) individuals. All party guests (including hosts, birthday child, adults of attending children, etc.) are **required** to have a day pass (no exceptions). If additional day passes are required on the day of the party, they can be purchased at a rate of \$5.00/each. The party host is responsible for meeting the guests in the lobby of the recreation center and distributing passes to them. Persons will only be permitted beyond the front desk if they present a day pass to our staff. Unused passes are yours to keep. The passes do not expire and can be used at any time.

**Terms and Conditions:**

1. USER - User must be a legal entity or (18) years of age or older. User shall be held responsible for the conduct of all group members and shall remain on site during the party. User is required to provide valid I.D. on the day of the event to City of Groveport staff. User will sign-in at the start of their room use and will sign-out at the conclusion of their room use. User agrees to use the facility in a safe and careful manner and shall comply with all federal, state and local laws and any rules and regulations set forth by City of Groveport (COG). User cannot sublease this rental. Age dependent ratios must be maintained by the user at all times during the entire party and/or facility usage. Facility Rules are attached for your reference and can also be viewed at [www.groveportrec.com](http://www.groveportrec.com).

2. FEES - Full payment of \$250.00 (payable in the form of cash, check or credit card) is due at time of reservation. Fee includes the following:
  - (20) Day Passes to the Groveport Recreation Center or Groveport Aquatic Center
  - (3) Large 1-topping Pizzas (Flyer's Pizza & Subs)
  - (4) Two-Liters of Soda (Dr. Pepper/7-Up Products)
  - (1) Ice Cream Sheet Cake (Dairy Queen)
  - (1) 90-minute party room use (including tables & chairs)
  - Disposable paper cups, plastic ware & napkins
  - (1) T-Shirt for Birthday Boy or Girl
  - Happy Birthday message on our digital marquee on the day of your party
  - (4) Groveport Recreation Center Day Passes (mailed to Birthday Party Boy/Girl with Thank You Letter)
3. DEPOSIT - \$100 deposit is required at the time of registration. Deposit funds will only be cashed/charged if there is damage to the room/facility or if User has an outstanding balance with COG. User understands that charges may exceed \$100 based on the severity of the damage or amount of outstanding balance. Check should be made payable to the CITY OF GROVEPORT. Separate check is required for party and deposit.
4. ADDITIONAL FOOD – User may purchase additional food/beverages through the COG. **Payment is due at the time of the food order.** For weekend parties, food is ordered on the Thursday prior to the party.
5. ADDITIONAL GIFT ITEMS – In the event that you are celebrating more than one child's birthday, additional shirts may be purchased for \$10 (if supplies are available).
6. DISCLAIMER - All birthday parties, along with associated room/facility uses are subject to the terms, conditions and rules set forth by COG. As specifically set forth in the Terms and Conditions, COG shall hereby let to User and User shall hereby lease from the COG the use of the agreed upon facility (specific area), on specified date and time. The COG assumes no responsibility for the manner in which the User utilizes the facility. Any activities taking part during the time period covered by this agreement shall be under the sole direct supervision and control of the User or its designated officers, agents, employees, members, guests, patrons or employees. COG assumes no responsibility for the manner in which activities are conducted. However, COG may cease activities for any just cause, especially if there is potential for injury to the general public or damage to the facility.
7. RESERVATIONS - Reservations must be made at least 72-hours in advance and are accepted on a first-come first-served basis. Reservations may not be made any sooner than six months in advance of the requested date.
8. CAPACITY – Due to the popularity of the Groveport Aquatic Center, there may be times (although rare) when the facility fills to capacity. As a result, the City cannot guarantee that your group will be able to access the outdoor water park on the day of your party. We realize that this is an inconvenience, but the SAFETY of our patrons and staff is our primary concern.
 

If the outdoor water park fills to capacity and your group was NOT able to gain access, your group will have two options to choose from. 1). Use your Groveport Aquatic Center Day Passes at the Groveport Recreation Center OR 2). Keep your Groveport Aquatic Center Day Passes and use them on another day. These passes can be distributed to all of the members in your party and do not expire. In addition, the City will provide you will provide each member of your group with a Groveport Recreation Day Pass for the inconvenience. The User (Group Leader) is responsible for picking up those passes at the front desk of the Groveport Recreation Center.
9. OCCUPYING AND ROOM SET UP - Upon arriving, User shall meet with COG Manager-On-Duty and/or Facility Supervisor to make an inspection of the room and note any current irregularities and damages. At the end of the room use, User and COG Manager-On-Duty and/or Facility Supervisor will make another inspection of the room and note any new irregularities and damages. Only non-marking tape may be used to hang decorations. The decorations and tape must be removed at the end of the party. The room may not be occupied until the posted time on the Contract. The room must also be vacated at the posted time on the Contract. Please schedule time for room set up and clean up, if necessary. User will be charged a minimum of 1-full hour (at going rate) for additional time used. COG will set up all tables and chairs in specified room. User may rearrange the tables and chairs as desired. COG retains the right to change room assignments if necessary. This reservation **only** gives User the sole right to utilize the particular room/facility area during the time stated. **All other areas of the facility are open and available to the general public.**
10. ROCK CLIMBING WALL AND INDOOR POOL - Hours for the rock climbing wall & indoor pool are not the same as the facility. User may utilize the indoor pool only during General Swimming sessions. User is responsible for securing the rock climbing wall and indoor pool schedule. NOTE: This only pertains to Groveport Recreation Center parties.
11. GYM - The gyms have varying schedules for different age groups. NOTE: This only pertains to Groveport Recreation Center parties.
12. INDOOR POOL – In the event that the indoor or outdoor pool closes for longer than 2 hours due to an unforeseen circumstance (i.e., pool water contamination, lightning in the area, etc.) after the arrival of User to the facility, and the User decides to leave the facility, User will be afforded complimentary day passes for all persons attending the party. Day passes can be used at a later date. NOTE: This only pertains to Groveport Recreation Center parties.
13. BALLOONS - Helium balloons are not permitted in the facility.
14. BEVERAGES & FOOD – All food and beverages will be ordered by the Groveport Parks & Recreation Department. All food and drink will come from the COG's selected vendor(s). Due to arrangements with vendors, outside food and drink are NOT permitted for Birthday Parties. Exception: User may choose to bring his/her own snacks (such as chips, crackers, pretzels, etc.), bottled water, birthday cake and ice cream to the facility.

15. **ADDITIONAL CHARGES** - Based on the time and size of the rental, COG may require additional staff to be scheduled. User will be charged according to rates established by COG. At the discretion of COG, User may be required to pay COG provided Special Duty Police Officers at the hourly rate established by the Groveport Police Department for additional security.
16. **DISMISSAL** - COG reserves the right to dismiss any participant from the facility for criminal and/or unruly conduct or failure to observe rules & regulations.
17. **INHERENT RISKS** - User and User's participants shall assume all inherent risks at recreation centers and outdoor water parks.
18. **LIABILITY** - User agrees to indemnify and hold COG harmless from and shall reimburse it for, any and all losses, costs and expenses arising out of any liability, or claim of liability for injury or damages to persons or property sustained by anyone, by reason of User's utilization of the facility under this Contract, or by any act or omission of User or any of its officers, agents, employees, members, guests, patrons, or invitees and User shall pay any and all damages to the property of COG or for loss or theft of such property, done or caused by such persons.
19. **INSPECTION** - User is responsible for inspecting the facility before its use and is responsible for making its participants aware of any existing hazards.
20. **BANNED SUBSTANCES** - User agrees that no alcoholic beverages, drugs, or other banned substances of any kind will be used in or on the premises. User understands that any violation of this rule shall give the COG the right to terminate this Contract without penalty to the COG and permanently bar User from or any member or guest of the User from the premises.
21. **CLEAN UP** - User will clean up all debris and will dispose of in trash receptacle. User may be charged for any excessive clean-up necessary due to User's rental of the facility.
22. **FACILITY RULES** - User agrees to abide by all facility rules, and to make his/her guests aware of the facility rules.
23. **LOST OR STOLEN ARTICLES** - COG assumes no responsibility whatsoever, for any lost or stolen property.
24. **RIGHT TO CONTROL** - It is understood that COG reserves the right to control and manage the premises and to enforce all necessary and proper rules for the management and operation of the premises. COG employees or other authorized representatives may enter and exercise their authority at the premises at any time. COG also reserves the right, but not the duty, through its employees and representatives to eject any objectionable person or persons from the premises and User hereby waives any and all claims for damages against COG or any of its representatives resulting from the exercise of this authority.
25. **CANCELLATION BY COG** - COG reserves the right to cancel any scheduled usages time for any reason including but not limited to equipment failure. In the event of such cancellation, a mutually satisfactory later time and date will be substituted for the canceled time whenever possible. Furthermore, COG is not responsible for any consequential damages related to the cancellation of the contracted time.
26. **INCLEMENT WEATHER** – Provided that we have (24) hours-notice, we can reschedule the party to another date due to inclement weather. However, your ice cream cake will need to be picked up at the Groveport Recreation Center. Additional cake for new/rescheduled date is not included in the price. COG will not cancel a party due to inclement weather. If User has arrived at the facility and "bad weather" occurs and the Groveport Aquatic Center is "closed" or is "temporarily closed", the User may either (1). use the reserved room for eating & opening gifts and utilize the Groveport Recreation Center (provided available) in exchange for Groveport Aquatic Center Day Passes or (2). use the reserved room for eating & opening gifts, and retain your Groveport Aquatic Center Day Passes for use on another day. If you enter the Groveport Aquatic Center and "bad weather" occurs within 2-hours of your entry, User will be issued a Rain Check good for another day.
27. **CANCELLATION BY USER** - User must give the COG at least a 72-hour notice in order to cancel a reservation. All cancellations will be communicated through the Director of Parks & Recreation or his designee in writing. Failure to cancel will result in loss of any refund.
28. **AMENDMENTS** - This Contract cannot be modified in any way except by a written document signed by both parties.
29. **GOVERNING LAW** - This agreement shall be governed by the laws of the State of Ohio both as to interpretation and performance.
30. **SEVERABILITY**- If any provision of this Contract is determined to be unenforceable or invalid, the remaining provisions of this Contract shall not be affected thereby and shall remain in full force and effect.
31. **FORCE MAJEURE** - Neither party shall be liable for any damages, resulting from the elements, acts of God, or any other cause beyond the reasonable control of the parties.
32. **SPECIAL CIRCUMSTANCES** - COG retains the right to change room/facility area assignments based on scheduling conflicts and/or any other conflicts.
33. **QUESTIONS**: Please direct all questions to Director. Please email questions to [klund@groveport.org](mailto:klund@groveport.org).
34. **ENTIRE AGREEMENT** - This document (including the attached exhibits) constitute the entire Contract between the parties and supersedes all previous communications, representations, understandings whether oral or written, between the parties.

I hereby acknowledge that I have read and fully understand the above terms and conditions. I understand that it is my duty to read this contract and communicate facility rules to our guests prior to their arrival at the facility. I understand that any information provided may be subject to disclosure under Ohio Records Law.

**User:**

By: \_\_\_\_\_  
Authorized User Date

Groveport Parks & Rec.  
Dept. Staff Processing: \_\_\_\_\_

**City of Groveport:**

By: \_\_\_\_\_  
Operations Manager Date

By: \_\_\_\_\_  
Director of Parks & Recreation Date  
*\* not valid unless signed by Director*

*User: Please request a copy of your contract for your reference.*

Groveport Parks & Recreation Dept.  
**Birthday Party Package**  
**Reservation Application & Contract**

## Deposit Verification Form

Name of User: \_\_\_\_\_  
(First) (Last) (Middle Initial)

**Please place an "X" in selected box.**

Check No. \_\_\_\_\_ I hereby authorize the City of Groveport to deposit said check, for any and all damages to the room/facility. I further authorize the City of Groveport to deposit said check for any outstanding balance (fees owed).

User Initials: \_\_\_\_\_

Credit Card I hereby authorize the City of Groveport to charge the below credit card for any and all damages to the room/facility. I further authorize the City of Groveport to charge the below credit card for any outstanding balance (fees owed).

User Initials: \_\_\_\_\_

**CREDIT CARD ACCOUNT (CIRCLE ONE):**

**VISA**

**MASTERCARD**

Card #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Printed Name of Card Holder: \_\_\_\_\_

Signature of Card Holder: \_\_\_\_\_ Date: \_\_\_\_\_

My initials below signify that I have verified that the above information is correct.

Staff Initials: \_\_\_\_\_

# STANDARD BIRTHDAY PARTY PACKAGE FOOD ORDER FORM

Name of User: \_\_\_\_\_  
(Last) (First) (Middle Initial)

Your package includes the following. Please check appropriate boxes.

## FOOD: (3) 15" 1-Topping Pizza Pies from Flyer's Pizza & Subs

- |                       |  |   |
|-----------------------|--|---|
| 1 <sup>st</sup> Pizza | <input type="checkbox"/> Extra Cheese OR<br><input type="checkbox"/> Pepperoni | How would you like the pizzas cut?<br>Please check appropriate box.<br><input type="checkbox"/> Squares<br><input type="checkbox"/> Pie Cut |
| 2 <sup>nd</sup> Pizza | <input type="checkbox"/> Extra Cheese OR<br><input type="checkbox"/> Pepperoni |   |
| 3 <sup>rd</sup> Pizza | <input type="checkbox"/> Extra Cheese OR<br><input type="checkbox"/> Pepperoni |   |

## SHEET CAKE: (1) Ice Cream Cake from Dairy Queen

- |   |  |
|---|--|
| <input type="checkbox"/> Hello Kitty        | <input type="checkbox"/> Princess            |
| <input type="checkbox"/> Bubble Letters     | <input type="checkbox"/> Sponge Bob          |
| <input type="checkbox"/> My Little Pony     | <input type="checkbox"/> Mickey Mouse        |
| <input type="checkbox"/> Batman             | <input type="checkbox"/> Despicable Me       |
| <input type="checkbox"/> Balloons           | <input type="checkbox"/> Flowers             |
| <input type="checkbox"/> Happy Birthday Boy | <input type="checkbox"/> Happy Birthday Girl |

Message On Cake: \_\_\_\_\_  
\_\_\_\_\_

## SOFT DRINKS: (4) 2-Liter Total

- | Qty.  | Type            |       | Type           |
|-------|-----------------|-------|----------------|
| _____ | RC Cola         | _____ | Sunkist Orange |
| _____ | Welch's Grape   | _____ | 7-Up           |
| _____ | A & W Root Beer | _____ | Hawaiian Punch |
| _____ | Diet Rite       |       |                |

**GROVEPORT RECREATION CENTER  
BIRTHDAY PARTY PACKAGE  
ADDITIONAL FOOD ORDER FORM**

Name of User \_\_\_\_\_

Last: \_\_\_\_\_

First: \_\_\_\_\_

**REGULAR PIZZA**

Qty.	Item	Size	Cost/Pizza	Subtotal
	Cheese	15"	\$10.00	
	Extra Cheese	15"	\$10.00	
	Pepperoni & Cheese	15"	\$10.00	
	Ham & Cheese	15"	\$10.00	
	Mushroom & Cheese	15"	\$10.00	
	Pepperoni, Mushroom & Cheese	15"	\$11.75	
	Pepperoni, Sausage & Cheese	15"	\$11.75	
	Pepperoni, Bacon & Cheese	15"	\$11.75	

**SPECIALTY PIZZA**

Qty.	Items	Size	Cost/Pizza	Subtotal
	Bomber	15"	\$21.59	
	BBQ Chicken	15"	\$18.39	
	Chicken Garlic Supreme	15"	\$18.39	
	Southwestern	15"	\$18.39	
	Meatza	15"	\$18.39	
	Old World Pepperoni	15"	\$15.39	
	Garden	15"	\$17.59	
	Extra Sauce		\$1.00	
	Gluten Free (additional toppings \$1.19/item).	12"	Call for pricing	

**SUBS**

Qty.	Items	Size	Cost/Sub	Subtotal
	Italian	12"	\$8.49	
	Ham & Cheese	12"	\$8.49	
	Turkey	12"	\$8.49	
	Meatball	12"	\$9.99	
	Club	12"	\$9.99	
	Nightmare	12"	\$14.99	

**SALADS**

Qty.	Items	Size	Cost/Salad	Subtotal
	Spring Salad (individual side)		\$5.00	
	Spring Salad (dinner portion)		\$7.00	
	Spring Salad (feeds 15 – 20)		\$25.00	
	Spring Salad (feeds 30 – 35)		\$45.00	
	Chef Salad (individual side)		\$6.50	
	Chef Salad (dinner portion)		\$9.75	
	Chef Salad (feeds 15 – 20)		\$31.25	
	Chef Salad (feeds 30 – 35)		\$52.50	
	Cobb Salad (dinner portion)		\$10.00	

**SALAD DRESSINGS**

- Ranch
- French
- Italian
- Light Italian
- Blue Cheese
- Balsamic Vinaigrette

**OTHER**

Qty.	Items	Qty.	Cost/Item	Subtotal
	7" Cheesy Bread Stix	3	\$3.59	
	7" Plain Bread Stix w/ Sauce	4	\$3.29	
	7" Plain Bread Stix w/ Sauce	10	\$8.00	
	9" Garlic Bread w/ sauce		\$3.59	
	9" Three Cheese Garlic Bread		\$3.69	
	Chips (1/2 pan)		\$8.00	
	Chocolate Chip Cookies	20	\$12.00	

**GROVEPORT RECREATION CENTER  
 BIRTHDAY PARTY PACKAGE  
 ADDITIONAL FOOD ORDER FORM**

Name of User \_\_\_\_\_

Last: \_\_\_\_\_

First: \_\_\_\_\_

**BIRTHDAY PARTY CAKE**

Qty.	Items	Size	Cost	Subtotal
	Round Ice Cream Cake	8"	\$20.00	
	Round Ice Cream Cake	10"	\$22.00	
	Sheet Ice Cream Cake		\$27.00	

**SOFT DRINKS**

Qty.	Items	Size	Cost	Subtotal
	RC Cola	2 Liter	\$2.00	
	7-Up	2 Liter	\$2.00	
	A & W Root Beer	2 Liter	\$2.00	
	Diet Rite	2 Liter	\$2.00	
	Welch's Grape	2 Liter	\$2.00	
	Sunkist Orange	2 Liter	\$2.00	
	Hawaiian Punch	2 Liter	\$2.00	

TOTAL: \$ \_\_\_\_\_



# Groveport Recreation Center Facility Rules & Pass Policies

(revised 1-1-15)

Rules are in place to set certain expectations and standards in attempt to keep everyone safe. Our staff believes that being up front with our patrons is the best policy and by doing so, problems may be avoided. Our staff revisits our rules annually based on patron conduct, facility issues, discussions with other facilities and standards set by outside regulatory agencies. The Groveport Recreation Center is owned and operated by the City of Groveport.

## GENERAL RULES & ADMISSION POLICIES

- It is your responsibility to read the rules & signs displayed throughout the facility. Persons that are directed to leave the premises for NOT following the rules are NOT eligible for any type of refund or pass. Depending on the severity of the offense, a patron may be indefinitely suspended.
- Day passes are non-refundable and non-transferable. A day pass is only valid for the day that it is used.
- Group Rate Day Passes are not linked to any person or household and can be distributed to multiple persons.
- Participants do not need an Annual Pass to enter the facility, take a class or partake in programs at the Groveport Recreation Center (hereinafter GRC). Guests are always welcome at the GRC at the regular daily admission fee. Our facility and programs are available for both residents and non-residents alike.
- Proper valid identification is required to gain access to the GRC. Patrons must check in at the front desk and provide a Pass I.D. Card, class confirmation pass or pay the daily rate for admittance.
- Non-Pass Holder **adults** are required to scan their driver license or state issued I.D. card at the front prior to using the facility. Date and time of entry will be tracked.
- Non-Pass Holder **high school students** are required to either scan their driver license or leave their high school identification card at the front desk prior to using the facility.
- Pass Holders who do not present their Pass I.D. Card will only be admitted if an alternate form of photo identification is provided.
- Resident I.D. Card holders must present their card each visit to receive the daily pass resident rate. Children are not required to have a Resident I.D. Card if accompanied by an adult with a Resident I.D. Card.
- I.D. Passes are not transferable and will be deemed void when in the hands of those other than the proper registrant.
- A \$5 fee will be charged for any Pass/Resident ID card that is reissued.
- When current Pass Holders renew their Pass, they must show proof of residency and complete a new Annual Pass Contract at the time of their renewal.
- Classes/Programs are not included in Pass fee.
- During GPRD sponsored programs, spectators may be able to watch activities in the lobby, gymnasium and group fitness studio without paying a daily fee. Identification is required.
- Children under 10 years of age must be accompanied by a responsible adult (18 or over) who shall directly supervise them during the entire visit. Children 5 years of age and under must have an adult with them in the facility at all times.
- Groups bringing children to the GRC must have at least one adult per every 5 children.
- The City of Groveport reserves the right to rule on any matter not specifically covered in the rules & policies and to make any decision it deems necessary for the best interest of the City of Groveport. In addition, the City reserves the right to add any rules & policies as it deems necessary. Up to date rules & policies are available at the front desk.

## ATTIRE

- All clothing must be tasteful & non-offensive. All patrons must wear a minimum of shirt, shorts & shoes while utilizing the facility. Shorts must be worn on the hip and cover one's bottom and genitals.
- Bathing suits may not be worn outside of the locker rooms or indoor pool.

- Skateboards, in-line skates, roller shoes, bikes & the wearing of cleated shoes are prohibited in the facility. Bikes may only be parked at the bike racks.

## BEHAVIOR

- Patrons are expected to follow the rules and join the staff in promoting a pleasant environment. Patrons are asked to use mature judgment in choosing actions, clothing & language. Patrons should respect the rights of others & are encouraged to display good sportsmanship. The behavior of a patron must not disrupt the experience of others. All problems should be reported immediately to the Supervisor/Manager On-Duty.
- Patrons shall not behave in a manner that jeopardizes the safety & health of themselves and others. The following activities are examples of behaviors that will result in disciplinary action and police reports when applicable: spitting, fighting, stealing, property damage, disorderly conduct, intimidation, bullying, sexual harassment, criminal damage, use of vulgar/profane language, verbal abuse of staff or patrons and not following posted rules & policies.
- No public display of affection (PDA).
- Music is only permitted to be broadcasted through one's own ear/head phones. Your music is for your own personal listening pleasure (no boom boxes).
- Persons who appear to be under the influence of alcohol or drugs will be refused admittance or directed to leave.
- Persons found violating City or personal property will be prosecuted to the fullest extent of the law.
- Depending on the nature of the incident, the GRC Staff will give a documented verbal warning for general problems the first time they occur. If a patron continues to violate rules or policies, the patron may be suspended from the facility. The suspension length depends on the infraction. For children (17 years of age & under) a parent will be contacted and made aware of the situation.

## FACILITY

- Parking is only permitted in designated parking spots. If you have been issued a Groveport Senior Center Parking Permit Sticker, please do not utilize the reserved parking space while at the GRC.
- By City ordinance, the GRC is a smoke and alcohol free facility. Smokeless tobacco and electronic cigarettes are not permitted.
- Eating & drinking are permitted in designated areas only.
- To respect the privacy of our patrons, persons may NOT take pictures in the locker rooms, group fitness studio or fitness center without prior written approval from the Director of Parks & Recreation.
- No person shall sell or attempt to sell any article or service in the GRC unless such sale is pursuant to a contract with the City of Groveport or has been approved by the Director of Parks & Recreation.
- Any type of private-type lessons/instructions/coaching must be approved in writing by the Director of Parks & Recreation.
- Parties, group outings and meetings must be scheduled through the Operations Manager and may not take place in the lobby.
- Changes in recreation schedules may occur without notice. Staff will post schedule changes with as much advance notice as possible. Current schedules are available at the front desk and on our website. Patrons are encouraged to check the schedules (especially for drop-in activities) before arrival.
- There will be occasions when the GRC or areas of the GRC will be closed due to maintenance, repairs and/or special events. Such closings will not result in a deduction from Pass costs. The City will attempt to post such closings in advance. In addition, the indoor pool will be closed for two to three weeks in the summer for annual maintenance.
- The City of Groveport is not responsible for lost or stolen items. It is strongly suggested that personal items be secured in a locker and locked during your visit. For security purposes, the City of Groveport reserves the right to search a patron's personal items if deemed necessary.
- As a general rule, the Groveport Parks & Recreation Dept. will not post flyers or informational bulletins from outside agencies at its facilities.

## HEALTH & SAFETY

- Open wounds/bleeding must be covered to participate in any area of the facility. Clothing soiled with fluids must be changed.
- First-aid supplies (ice, band-aids, gauze & gloves) are available to patrons to be self administered.
- The GRC Staff will call an ambulance upon request or at staff's discretion.
- All accidents/injuries requiring assistance will require a staff member to complete an Accident/Injury Report. Cooperation in obtaining patron information is requested.
- Incidents involving vandalism or theft should be reported to the Front Desk immediately. The Groveport Police Dept. will be called to file a report.

## LOCKER ROOMS

- Lockers are available on a first-come, first served basis.
- Food is NOT permitted in the locker rooms.
- The use of cameras, video cameras or any device containing camera equipment of any kind is prohibited in any locker room, restroom & changing facility.
- The City of Groveport assigns use of locker rooms, restrooms & changing facilities in its recreational settings strictly on the basis of anatomical or biological gender rather than on the basis of adopted gender.
- Whenever possible, adults with children should utilize the Family Locker Room. When this is not possible, children 5 years of age & under must be accompanied by a responsible adult. Children 6 years of age & older must use gender appropriate locker room or Family Locker Room.
- Personal belongings should not be left in public areas. Please secure & lock your goods in a locker.
- Locks must be removed after each use. Locks left on overnight will be removed and items will be bagged by GRC staff. The GRC is not responsible for the items in the locker or replacing the lock.
- The City of Groveport is not responsible for the safekeeping of personal property while using the GRC.

## GYMNASIUM

- With the exception of water, food & beverages are not permitted in the gyms.
- Only the user group listed on the Gym Schedule during a particular period of time will be permitted to use that portion of the gym. This rule ensures that all user groups will have an opportunity to utilize the gym without fear of other users/age groups taking over the gym. Exception: In the event that the scheduled user group has less than 5 persons utilizing the gym, other user groups may jointly use the gym. However, once the minimum of 5 persons in the scheduled user group has been established, other user groups must vacate the gym. Definitions of user groups are below.
  - Youth... 12 years & under. A child's parent may utilize the gym with the child during this time as well.
  - Teen... 13 – 17 year olds. A child's parent may utilize the gym with the child during this time as well.
  - Adult... 18 years & over.
  - Family... persons of all ages. This time is meant for unstructured play. Games are not permitted during this time.
  - General... persons of all ages.
  - Open Volleyball... persons of all ages.
- The gyms have varied open gym times due to accommodating a variety of athletic needs, including structured classes, programs, special events, leagues and tournaments. There may be times when both gyms are utilized for organized activities and not available for drop-in play.
- Only registered Pass Holders may check out leather basketballs & volleyballs. Pass Holders must leave their GRC Pass Holder ID Card with staff. If Pass Holder fails to return the lent ball, his/her ID card will not be returned and his/her pass will be suspended until the Pass Holder compensates the GRC for the replacement cost of the ball (\$40). Rubber balls may be borrowed (see Fitness Center Attendant).
- Hanging on the basketball rims/net and volleyball nets are NEVER permitted.
- NO DUNKING (except during official league play).
- Specific "Open Gym" rules may be posted and enforced.

- Indoor soccer balls and nerf balls (provided by the GRC) may be kicked, but the ball must remain on the floor. Balls may not be kicked against any window, door, bleacher, gym divider or onto the elevated track. Please use caution.
- Safety type-baseballs/softballs and footballs (provided by the GRC) may be thrown, but the persons throwing the balls must do so away from other patrons. Balls may not be thrown against any window, door, bleacher or gym divider or onto the elevated track. Please use caution.
- Only non-marking, soft-soled shoes may be worn (no bare feet or flip flops).
- Additional rules may be posted in the gym.

## CLIMBING WALL

- *Persons that are pregnant and persons with heart conditions or back/neck trouble are advised NOT to use the climbing wall.*
- All climbers must sign the Release of Liability Waiver. Participants under the age of 18 must have parent/guardian written consent.
- A climber must be at least 5 years of age, weigh at least 40 lbs. and have sufficient height, strength & coordination to climb.
- Prior to using the wall, 5 years olds must meet with and be pre-approved by the Operations Manager.
- For the safety of climbers & staff, GRC staff will NOT boost climbers.
- The City of Groveport reserves the right to dismiss any climber for unsafe practices or behavior.
- All climbers must wear furnished protective helmets & harnesses.
- All climbers must obey the instructions given by staff.
- All climbers must be secured/harnessed while climbing.
- No horseplay is permitted.
- No additional climbers are permitted in the climbing area 10 minutes prior to area scheduled closing.
- Climbers will be required to take turns if the climbing wall is busy.
- Non-climbers must stand at least 5 feet away from the wall at all times.
- When descending, the climber must face the wall, keep hands off the wall and not jump or sway from the wall.
- Climbers may not touch other climbers while climbing and may not cross belay ropes or cables.
- If a climber demonstrates unacceptable behavior (including but not limited to: horseplay, cursing, screaming), staff has the right to suspend/discontinue climbing privileges. In the event of extreme violations, climbing privileges may be suspended indefinitely.
- Section 1711.551 of the Ohio Revised Code requires that all riders must obey all warnings and directions regarding this ride and behave in a manner that will not cause or contribute to injury to themselves or others. Failure to comply is a misdemeanor.

## GROUP FITNESS STUDIO

- Only soft-soled non-marking shoes may be worn.
- Use of the studio is limited to programs &/or private rentals only.
- Children are permitted in the studio when accompanied by an adult who is taking a class (instructor discretion).

## FITNESS CENTER

- 13 – 14 year old Pass Holders must first complete an orientation and pass a written exam (\$5 one-time fee) and may only utilize the fitness center when accompanied by their parent or guardian. The parent/guardian must be in the immediate vicinity within the Fitness Center. 13 – 14 year olds may not utilize Olympic Bench Press, Smith Machine and Hammer Strength Machines. 13 – 14 year old Non-Pass Holders are not permitted to utilize the fitness center.
- Persons 15 years of age and older may utilize all pieces of equipment in the fitness center.
- Non-Pass Holders between 15 – 17 years of age must have a parent/guardian sign & complete a Release.
- 30-minute time limit for cardio pieces.
- Reserving of equipment is not permitted.
- Do not rest on the equipment between sets. Please let others work-in between your sets.

## - INDOOR POOL -

- Do not let weight stacks strike against one another.
- Wipe down equipment with cleaner after each use. Do not spray cleaner directly on equipment. Spray towel & then wipe down.
- Patrons must return accessories to their designated spot.
- Patrons must strip all bars & weight horns immediately after use. All weight plates should be re-racked in the appropriate place.
- Patrons may not bounce weights on the floor, place weights on vinyl benches or rest against walls.
- Spring collars must be used when using free weight.
- After picking up dumbbells, please step back/away from the mirror.
- Spotters are strongly suggested when working with free weight.
- Loud grunts & yells are not appropriate. Remember, you are not working out in a traditional gym.
- Groveport Recreation Center Staff will not provide personal trainer instruction or prescribe a workout program to any patron. Any person wishing to be advised on a program for individualized needs will be referred to the personal trainers.
- Only personal trainers that have a current contract with the GRC are eligible to train pass holders. Non-Pass Holders may NOT utilize our personal trainers.
- Equipment orientations are available and strongly suggested for all first-time users.
- Water is the only beverage permitted.
- Non-marking closed-toed shoes are required (no sandals or flip flops).
- Strollers/Baby Carriers are NOT permitted in the Fitness Center.
- For the safety of others, personal belongings must be kept in a locker or cubby. Bags are NOT permitted on the floor & may NOT be hung from equipment.

### TRACK

- The track is designed for fitness use only. Sprinting and speed work is NOT permitted.
- An adult must accompany children 12 years & under.
- Walk, jog or run in the designated lanes, follow the posted directional signs and cautiously pass slower patrons.
- Only non-marking, soft-soled shoes may be worn.
- Stretching and "cool downs" should take place off the track.
- Baby joggers, strollers, roller blades and skateboards are not permitted. However, baby carriers (backpack or sling) are permitted. Wheelchairs are generally permitted, unless the wheelchair is seen to cause damage.
- Carefully enter and exit the track. Avoid sudden stops.
- The track is not to be used as an observation area for other facility activities or areas.
- Walking = Inside Lane, Passing = Middle Lane, Running = Outside Lane.

### CHILD CARE

- Open to children 6 months - 6 years of age.
- Service is available for a maximum of 2 hours per child.
- Patrons shall be charged for full hour increments only. Partial hours will be rounded to the next hour.
- Parents must properly sign their child in and out of our Child Care Room. Only the person that signs their child in is able to sign their child out.
- A photo ID of the person signing the child in will be kept at the Child Care Room until the child is signed out by same person.
- Parents must remain at the Groveport Recreation Center while their child is visiting the Child Care Room. Outside activity is not permitted.
- Children that are ill are not permitted in the Child Care Room.
- Staff cannot administer medications.
- "Sippy Cups" & bottles are permitted. However, staff will NOT individually feed children.
- Due to possible allergies, food is NOT permitted.
- Staff does not change soiled diapers. Staff will page patrons if they believe a child needs a diaper change.
- Please encourage your child to: 1). Use their walking feet at all times 2). Use their indoor voice 3). Follow staff directions 4). Share toys & equipment 5). Be safe 6). Be kind to others and 7). Have fun.

### GENERAL RULES

- Swimming is only permitted when lifeguards are on duty.
- The GRC reserves the right to limit access due to safety concerns.
- The indoor pool will be closed 2 – 3 weeks each summer for scheduled maintenance and repair.
- The indoor pool has varied open swim times due to accommodating a variety of aquatic needs, including swim lessons, swim teams, water fitness programs, special swims, lifeguard training and rentals. Different amenities may not be available and/or lap lanes may be limited at times. Please check the monthly pool schedule closely to ensure your aquatic needs will be met.

### ATTIRE

- According to the state of Ohio, the wearing of a line bathing suit is no longer required in public swimming pools. However, certain rules pertaining to swim attire are in effect at this facility. Patrons are always encouraged to wear a lined bathing suit.
- Males – suits/shorts must have a drawstring and must cover one's bottom and genitals. Suits/shorts must be worn on (not below) the waist. Underwear must not be visible. Soiled clothing, suits/shorts with holes/rips/tears, cut-offs, thongs & transparent fabric are not permitted.
- Females – swim wear needs to cover one's bottom, genitalia & breasts. If shorts are worn, they must have a drawstring and cover one's bottom & genitalia. Underwear must not be visible. Soiled clothing, suits/shorts with holes/rips/tears, cut-offs, thongs, transparent fabric are not permitted. Bras (including sports bras) may only be worn if under a colored shirt.
- T-shirts may be worn by males & females, except when utilizing the slides or diving boards. Only "Rash Guard" (tight) shirts may be worn on the slide & diving boards. Be aware that t-shirts can ride up on you, cover your face & cause a danger of drowning.
- Infants who are not toilet trained and adults who are incontinent must wear a clean diaper or disposable swim diaper covered by separate rubber/vinyl pants, all of which must fit snugly around the legs & waist and then covered with a bathing suit. If the diaper becomes soiled, the person must exit the pool immediately and may not return until he/she takes or has been given a soap shower and has been covered with a new diaper with clean rubber/vinyl pants.
- Diapers may not be changed on the pool deck.
- Street shoes may not be worn on the pool deck.

### AGE & HEALTH/SAFETY RESTRICTIONS

- Monitoring your child/children remains your responsibility even if lifeguards are present.
- Only bottled water is permitted on the pool deck (no food or glass containers).
- Children under 10 years of age must be accompanied by a responsible adult (18 or over) who shall directly supervise them in the Aquatic Center.
- Children under 5 years of age must have an adult (18 or over) within arm's reach of them at all times.
- Groups bringing children to the Aquatic Center must have at least one adult per every 5 children and are responsible for the supervision of those children. Adults in swim attire must directly supervise children poolside.
- Persons having a communicable disease, skin disease, open (unhealed) sore, inflamed eyes, cold, nasal or ear discharge, or who is wearing any type of bandage or band aid is NOT permitted in the water.
- Persons that are bleeding or experiencing diarrhea are NOT permitted in the water. Persons with diarrhea should wait 2 weeks after symptoms end before returning to the pool. Pathogens of concern may still be shed up to 2 weeks following the end of symptoms.
- All injuries should be reported to GRC Staff.

### EQUIPMENT & TOYS

- Patrons may bring their own life vest for use at the facility. All life vests must be U.S. Coast Guard Approved. Water wings, baby seat floaters, suits with build-in flotation devices & water noodles provide a "false sense of

security” and are NOT permitted. Floating enhancement devices NEVER replace in-water supervision.

- Adults may use water noodles, kick boards & other approved pieces of water exercise equipment for water exercise.
- Inflatable items & squirt guns are NOT permitted.
- Please do not sit, hang on or play on ropes, lane lines & pool ladders.

#### SWIMMING LESSONS

- Only Groveport Parks & Recreation Center Staff are authorized to teach swimming lessons within our facilities. Groups and Private/Semi-Private Swim Lessons are offered.

#### WEATHER & ENVIRONMENTAL CONDITIONS

- When lightening has been seen, or when thunder has been heard, or when the Lightning Detection System states that lightening is within 0 – 8 miles, the lifeguards will adhere to the National Lightning Safety Institute recommendations. The pool will close and staff will evacuate patrons from the pool and deck. The pool will re-open provided that there has been no lightening/thunder detected for a minimum of 30 minutes.
- In the event that the pool water is “contaminated” or the pool water chemistry needs adjusting, the pool may be shutdown for an indefinite period of time to allow staff to correct the problem(s).

#### BEHAVIOR

- Patrons shall not behave in a manner that jeopardizes the safety & health of themselves & others. Running, rough play, pushing, snapping of towels, use of squirt guns, acrobatics, dunking or holding persons underwater, excessive noise, wrestling, fighting & use of abusive/profane language are NOT permitted.
- Spitting, spouting of water, blowing nose, urinating & defecating in the pool is NOT permitted.
- Socializing with or distracting lifeguards from their duties is NOT permitted. Refer all questions to Head Lifeguard or Aquatics Manager.
- Prolonged underwater swimming or “breath holding” is NOT permitted.
- Diving is NOT permitted from the pool deck or from the side of the pool. In addition, back dives, flips, can-openers, cartwheels or forcing others into the water from any side of the pool are also NOT permitted.
- Only lifeguards are permitted on the lifeguard stands.

#### FROG SLIDE

- Slide feet first only and one rider at a time.
- Wait to slide until the landing area is clear.
- An adult must supervise children under 6 years of age.
- No running on or around the slide.
- Do not climb on the frog or nets.
- Designed for children 10 years of age & under.

#### LAZY RIVER

- Use of lazy river is restricted to persons 42 inches and taller. Persons must also be able to swim unassisted to the exit.
- One rider per tube.
- Certain times may be designated for walking and inner tube use.

#### DIVING BOARDS

- *Persons that are pregnant and persons with heart conditions or back/neck trouble are advised NOT to use the diving boards.*
- Diving is NOT permitted from the sides of the pool.
- Only one person at a time is permitted on the board and ladder.
- Divers must dive straight off of the diving board.
- Only 1 bounce per dive is permitted.
- Divers must wait until the person in front of him/her has reached the side of the pool before diving.
- When the diving boards are in use, non-divers may NOT be in the diving area of the pool.
- Divers must swim directly over to the nearest ladder after diving.

- Swimming under the diving board or hanging from the board is NOT permitted.

#### LANE AREAS

- The roped off area is for continuous lap swimming.
- Persons wishing to swim in the lap lanes must be able to swim a full length of the pool without assistance and without stopping. Holding on to a fellow swimmer, lane line or wall is not permitted.
- Swimmers may be required to share lanes.
- Swimmers shall swim in a single file fashion.
- If sharing a lane, swim in a counter-clockwise circle direction.
- Swimmers may not sit on the lane markers. Swimmers may only swim under the lane markers to enter or exit a lane.
- Stopping in the lanes is only permitted on the end walls. Breaks should be kept short. Please do not interfere with other swimmers attempting to turn in the pool.

#### PASS POLICIES

- With the exception of “seasonal specials” which are run at times and “30-Day Passes for Full-Time College Students”, Passes are annual (12 months) in duration. Although you may pay for your Pass monthly (Electronic Fund Transfer), contracts are NOT month-to-month.
- Patrons wishing to purchase an Annual Pass via Electronic Fund Transfer (EFT) will be charged an annual administrative fee of \$24, which is due at the time of purchase. Funds are debited on or about the 15<sup>th</sup> of each month. Please allow for a 2 – 3 day debit window. Any and all changes of bank information is the responsibility of the patron. In the event that a patron defaults on his/her monthly payment, the City will notify the patron that he/she has 10 days to pay the City the amount owed, as well as a \$10 late fee. In the event that the patron does not pay the EFT amount owed, as well as the \$10 late fee by the deadline, the City will cease the EFT payment option and charge the remaining account balance to the patron’s credit card. Failure of patron to provide credit card information will prevent processing of EFT payment option. The City will pursue all collection remedies for accounts that are not paid in full. The City reserves the right to suspend a Pass and refuse service to any patron for non or insufficient payment.
- The Groveport Recreation Center Pass is ONLY for the Groveport Recreation Center. Persons may purchase a separate pass for the Groveport Aquatic Center (Outdoor Water Park) or Groveport Senior Center (for persons 55 years of age and older).
- All Pass purchases must be made in person at the Groveport Recreation Center.
- Proof of age may be required for passes at the time of registration. Parent/Legal Guardian written consent is required on the contract.
- All adults must provide proof of identity at time of registration. Acceptable documents include valid Ohio Driver License or State Issued Identification Card. The address provided on the contract must match the address on the I.D. Card.
- In the event that a child’s last name does not match either of the adult’s last names living in the household, an adult will need to provide proof of custody or guardianship.
- If a Pass Holder wants to add a household member to an existing Pass, a prorated withdrawal of the current Pass will be conducted and a new Pass type will be sold.
- Pass Holders are **REQUIRED** to complete a new contract at renewal. Proof of residency for Groveport residents is required when you renew your Pass. This keeps our files up to date, protects our residents and ensures that they continue to receive the lowest rates.
- Pass Holders may renew their memberships no sooner than 30 days prior to its expiration.
- Pass Holders with physical handicaps who require special assistance may be accompanied by a care giver who may enter for free. The care giver may not use the facility without the Pass Holder and is here solely to assist the Pass Holder. If a care giver wishes to use the facility on their own time, he/she may purchase an Annual Pass or Day Pass.

- Classes, programs & childcare are not included in the Pass fee, but are offered at a nominal fee.
- Rates & hours of operation are subject to change.
- Hours for the indoor pool, rock climbing wall and Kiddin' Around Room vary from normal facility hours.
- Groveport Recreation Center Pass Holders are eligible to receive the lowest rates (when applicable) for certain services & programs, including: Child Care during your workout (Kiddin' Around Room), Fitness Classes, Group & Private/Semi-Private Swim Lessons, Birthday Party Packages, Room Rentals, Leisure Classes, Programs & Special Events.
- Groveport Recreation Center Annual Pass Holders are eligible to receive a 10% discount on their Groveport Aquatic Center Season Pass. Passes traditionally go on sale April 1.
- Groveport Recreation Center Non-Resident Pass Holders can also purchase outdoor water park day passes at the resident rate.
- All passes are non-refundable and non-transferable, except for the following hardship cases. **NO OTHER REQUESTS WILL BE ACCEPTED.**  
**Job Transfer outside of 25-Mile Radius of the facility.** Patron is required to provide a letter from his/her Human Resources Department stating that he/she has been transferred with the same company (provide forwarding business address & phone number for verification). Military transfers also fall into this category. **Relocation/Move outside of 25-Mile Radius of the facility.** Patron is required to provide a copy of mortgage/lease documents with new address and phone number for verification. **Medical Condition of an Indefinite Nature.** In the event of medical condition, the following options are available: (1). Pass Holder may receive a pro-rated refund if patron provides a letter from his/her physician stating that patron has a medical restriction of an indefinite nature. (2). Pass Holder may request to have his/her pass "put on hold" provided the Pass Holder provides a letter from his/her physician stating how long Pass Holder is on the medical restriction. Medical restrictions are limited to no longer than 6 months.  
**Death.** Copy of death certificate or obituary required.
- Children attending the Groveport Recreation Center without the presence of their resident parent/guardian or a Resident I.D. Card will be charged the Non-Resident Rate.

#### - DEFINITIONS -

**GROVEPORT RESIDENT** is defined as any individual residing within the corporate limits of the City of Groveport (taxing district number 185). Persons are **REQUIRED** at the time of purchase to provide a valid Ohio Driver's License or State Identification Card accompanied by a City of Groveport Water Bill, another utility bill or tax bill. NOTE: Although a person's address may state "Groveport", that person may not actually live in the corporate limits of the City of Groveport.

**GROVEPORT CORPORATE RESIDENT** is defined as any individual that lives outside the corporate limits of the City of Groveport, but is employed within the corporate limits of the City of Groveport. Individual is **REQUIRED** to provide a recent pay stub (no more than 30-days old) showing the person's name, business address and proof that City of Groveport taxes are being withheld.

**AGE** is defined as the age on which the person purchased the pass. Rates will not be prorated for persons changing age classifications within the year of the pass start and expiration date.

**YOUTH** is defined as any child 3 – 12 years of age.

**TEEN** is defined as a person between the ages of 13 and 18 years of age.

**YOUNG ADULT** is defined as a person between the ages of 19 and 24 years of age.

**COLLEGE STUDENT** is defined as any individual that is attending a university, college or trade school full time (12 or more credit hours). Proof of enrollment is **REQUIRED** at time of purchase.

**MILITARY, FIRE FIGHTER & POLICE OFFICERS** are defined as any individual that is currently working for any federal/state military branch or actively serves

as a fire fighter or police officer. NOTE: Person is **REQUIRED** to provide a recent pay stub and identification as military, fire fighter or police officer.

**SENIOR ADULT** is defined as any individual that is 55 years of age or older. Proof of age is **REQUIRED** at the time of purchase.

**SENIOR COUPLE** is defined as a married couple residing at the same address OR two seniors (regardless of sex) residing at the same address. NOTE: Both persons must be a minimum of 55 years of age to qualify.

**HOUSEHOLD** is defined as a married couple residing at the same address OR two adults (regardless of sex) with or without children residing at the same address OR a single adult with one or more children residing at the same address. NOTE: Children must be claimed on adult's most recent federal tax return and if of age, must be enrolled in elementary, middle, junior high, high school, college, university or trade school at the time of purchase. Proof of enrollment may be required at registration.

NOTE: There can be no more than two adults (25 years of age and over) in any household.

**PERMANENT DISABILITY** is defined as persons that are receiving permanent Social Security Disability payments. If person is receiving another type of disability payment (such as STERS, OPERS), person may write a letter to the Director requesting the permanent disability discount. Current legal documentation is required. If the permanently disabled person is part of a household purchasing a household pass, the 15% discount will only apply to the person with the permanent disability, not the entire household.

*KLund: Membership Packets:2015 Rules & Pass Policies LUND*

# Groveport Aquatic Center Rules & Pass Policies

## GENERAL RULES & ADMISSION POLICIES

- Patron is responsible for reading & following rules & signs. Persons that are directed to leave the premises are NOT eligible for any type of refund or pass. Depending on the severity of the offense, a patron may be indefinitely suspended.
- The City of Groveport reserves the right to rule on any matter not specifically covered in the rules and to make any decision it deems necessary for the best interest of the City of Groveport.
- Cash refunds are NOT issued.
- All patrons MUST pay, provide a day pass or scan their seasonal pass card at the front desk prior to entering the facility (no exceptions).
- To receive Groveport Resident Rate, patron MUST provide a Groveport Parks & Rec. Dept. issued "Resident ID Card" (available at Groveport Recreation Center).
- Seasonal Pass & Resident ID Cards are not transferable. Patrons that are found in fraudulent use of an ID card are subject to removal from the facility and forfeiture of ID card. \$5 charge for reissued card.
- The City of Groveport reserves the right to limit admissions due to safety concerns.
- Season Pass Holders may enter the facility 10 minutes prior to the general public at opening, but may not enter the water until directed.
- Swimming is only permitted when lifeguards are on duty.

## ATTIRE

- Males – suit/shorts must have a drawstring and must cover one's bottom & genitals. Suit/shorts must be worn on (not below) the waist.
- Females – swim wear needs to cover one's bottom, genitalia & breasts. If shorts are worn, they must have a drawstring and cover one's bottom & genitalia. Bras (including sports bras) may only be worn if under a colored t-shirt.
- Underwear may NOT be visible. Soiled clothing, suits/shorts with holes/rips/tears, cut-offs, thongs & transparent fabrics are NOT permitted.
- T-shirts may be worn, except when utilizing the slides & diving boards. Only "Rash Guard" (tight) shirts may be worn on the slides & diving boards. Be aware that a t-shirt can ride up on you, cover your face and cause a danger of drowning.
- Infants/children who are not toilet trained and incontinent adults must wear a clean diaper or disposable swim diaper covered by separate rubber/vinyl pants, all of which must fit snugly around the legs & waist and then covered with a bathing suit. If the diaper becomes soiled, person must exit the pool immediately and may not return until he/she has taken a soap shower and has been covered with a new diaper with clean rubber/vinyl pants.

## BEHAVIOR

- Patrons behave in a safe & positive manner. Running, rough play, pushing, snapping of towels, acrobatics, dunking, or holding persons underwater, excessive noise, wrestling, fighting, use of abusive/profane language are NOT permitted.
- No public display of affection (PDA).
- Spitting, spouting of water, blowing nose, urinating & defecating in the pool is NOT permitted.
- Persons who appear to be under the influence of alcohol or drugs will be refused admittance or directed to leave.
- Persons found violating City or personal property will be prosecuted to the fullest extent of the law.
- Depending on the nature of the incident, City staff will give a documented verbal warning for general problems the first time they occur. If a patron continues to violate rules or policies, the patron may be suspended from the facility. The suspension length depends on

the infraction. For children (17 yrs. & under), a parent will be contacted and made aware of the situation.

## FACILITY

- Outside food & drink are permitted, with the exception of glass containers. City reserves the right to search one's property.
- Alcohol, glass containers, gum, smoking, smokeless tobacco & e-cigarettes are NOT permitted.
- No person shall sell or attempt to sell any article or service in the facility unless such sale is pursuant to a contract with the City of Groveport or has been approved by the Director of Parks & Recreation.
- City is NOT responsible for any lost or stolen items. Goods may NOT be checked or held by our staff.
- Diving into the water from the sides of the pool is NOT permitted.
- A patron may only use one lounge chair.
- Patrons may bring their own lounge chairs.
- Chairs must remain outside of the actual pool.
- Shade canopies may be brought into the facility provided that they are no larger than 10 ft. x 10 ft., anchored according to City of Groveport specifications and set up in a designated area.
- The last 10-minutes of each hour are designated for adult swim/safety break. Adults may swim with their children (2 years & under). All others must clear the pool immediately.

## LOCKER ROOMS / RESTROOMS

- Children 6 years of age or older must change in gender appropriate locker room.
- If you wish to utilize the Family Locker Room, you must see the Front Desk Attendant for a key.
- Food is NOT permitted in the locker rooms.
- The use of cameras, video cameras or any device containing camera equipment of any kind is prohibited in all locker rooms, restrooms & changing facilities.
- The City of Groveport assigns use of locker rooms, restrooms & changing facilities in its recreational facilities strictly on the basis of anatomical or biological gender rather than on the basis of adopted gender.

## AGE & HEALTH/SAFETY RESTRICTIONS

- Monitoring your child/children remains your responsibility even if a lifeguard is present.
- Children under 10 years of age MUST be accompanied by a responsible adult (18 or over) who intends to directly supervise them during the entire visit.
- Children under 5 years of age MUST have an adult (18 or over) within arms reach of them at all times.
- Organized groups (20 or more persons) must follow our Group Use Policies, must have at least one adult per every 5 children and must schedule their visits in advance. Adults in swim attire must directly supervise children poolside.
- Persons having a communicable disease, skin disease, open (unhealed) sore, inflamed eyes, cold, nasal or ear discharge, or who is wearing any type of bandage or band aid are NOT permitted in the water.
- Persons that are bleeding or experiencing diarrhea are NOT permitted in the water. Persons with diarrhea should wait two weeks after symptoms end before returning to the pool. Pathogens of concern may still shed up to two weeks following the end of symptoms.
- First-aid supplies (ice, band aids, gauze, etc.) are available to patrons to be self-administered.
- City staff will call an ambulance upon request or at staff's discretion.
- All injuries must be reported to staff at the First Aid Station. All accidents/injuries requiring assistance will require a staff member to complete an Accident/Injury Report. Cooperation in obtaining patron information is requested.

- Incidents involving vandalism, theft or violence should be reported to the Front Desk immediately. The Groveport Police Dept. will be called to take a report.
- Prolonged underwater swimming or “breath holding” is NOT permitted.

#### EQUIPMENT & TOYS

- Patrons may bring their own life vest for use at the facility. All life vests must be U.S. Coast Guard Approved. Because water wings, baby seat floaters, suits with built-in flotation devices, water noodles & kick boards provide a “false sense of security”, they are NOT permitted to be used or worn in the facility. **Floating enhancement devices NEVER replace in-water adult supervision.**
- If you are listening to your own music, you must use headphones or ear buds.
- Inflatable items, squirt gun, “hard balls”, snorkels & fins are NOT permitted.
- Sitting, hanging or playing on the ropes, lane lines & ladders is NOT permitted.

#### SWIMMING LESSONS

- Only Groveport Parks & Recreation Dept. Staff are authorized to teach swimming lessons within our facilities. Private swimming lessons are NOT permitted during normal operation.
- Group as well as Private/Semi-Private Swim Lessons are available through the Parks & Recreation Department.

#### WEATHER / ENVIRONMENTAL CONDITIONS

- At times of cool or rainy weather or any condition considered unsafe, the Aquatic Center may be closed at the discretion of the Parks & Recreation Department.
- In the event of lightening or thunder, the pool & pool deck will be evacuated. The pool will re-open provided that there has been no thunder or lightening in the area for 30 minutes.
- During periods of cool weather, the facility will NOT open when the air temperature is below 70° F. If the temperature falls below 70° F, the pool may stay open at the discretion of the Parks & Rec. Dept.
- RAIN CHECKS - In the event that the pool suspends operation or closes due to inclement weather, lightening in the area or water contamination and you have been at the facility for 60-minutes or less, our staff will issue you a RAIN CHECK to be used at a later date provided that you have kept your receipt which is dated and time stamped. It is your responsibility to keep your receipt. Please present your receipt to our front desk staff so we may assist you. NOTE: This policy only applies to daily fee patrons or patrons presenting daily pass cards, not seasonal pass holders.

#### PRACTICE HEALTHY SWIMMING HABITS

- Children (and adults) who have had diarrhea in the last two weeks should NOT go swimming.
- Use the restroom before getting into the pool. Take frequent bathroom breaks and check diapers often.
- Take advantage of the Adult Swim/Safety Break to use the restroom.
- Shower before entering the pool and after using the toilet. Remember to clean all areas, including your bottom.
- Change diapers in the restroom (not on the pool deck or grassy area).
- Avoid swallowing pool water or even getting it in your mouth.

#### WATER SLIDES

- Riders must be at least 48 inches tall and be able to swim unassisted to the ladder.
- Persons that are pregnant or have heart, neck or back trouble are advised NOT to ride on the slides
- Riders must keep arms inside the slide, cross arms at chest.
- Speed slide riders must lie down on their backs feet first. Sitting up is not permitted. Riders may not swing from cross bar.
- Upon entering the water, keep feet and legs up.

- Riders must follow directions given by dispatcher.
- Riders may only ride solo and feet first at all times.
- Riders may not run, dive, kneel, rotate, stop or form chains while on the slides.
- Eye glasses, jewelry, suits with zippers, t-shirts & life vests may not be worn.
- Riders must exit the slide landing area immediately.
- Riders that do not follow the posted rules may be removed from the facility.

#### LAZY RIVER

- Persons must be at least 42 inches tall and be able to swim unassisted to the designated exit.
- One rider per single tube; (2) riders per double tube.
- Inner tubes must be used by all patrons at ALL times & patrons shall remain on/in their inner tube for the entire trip around the lazy river.
- Inner tubes may only be used in the lazy river.
- Do not stop in the current channel.
- Riders must follow all instructions given by aquatic staff.
- When the ride is completed, riders must place their inner tube on the pool deck in the designated area.

#### DIVING BOARDS

- *Persons that are pregnant and persons with heart conditions or back trouble are advised NOT to use the diving boards.*
- Eye glasses, loose fitting t-shirts & life vests may not be worn.
- Diving is not permitted from the sides of the pool.
- Only one person at a time is permitted on the board and ladder.
- Divers must dive straight off of the diving board.
- Only one bounce per dive is permitted.
- Divers must wait until the person in front of him/her has reached the side of the pool before diving.
- Divers must swim directly over to the nearest ladder after diving.
- Swimming under the diving board or hanging from the board is not permitted.

#### LANE AREA

- Generally speaking, lap swimming does NOT take place at the outdoor water park. When applicable, the roped off area is for continuous lap swimming. Additional specific rules will be posted.
- Swimmers must swim in a counter-clockwise circle direction and share lanes (when applicable).
- Swimmers may not sit on or swim under the lane markers.
- Stopping in the lanes is not permitted.

#### TOTS SPRAYGROUND

- Reserved for children 6 years of age and younger, along with their parents.
- Do not sit or climb on any structure.

#### SEASON PASS POLICIES

- The Groveport Aquatic Center Pass is a seasonal pass and is only valid for the Groveport Aquatic Center. Persons may purchase a separate pass for the Groveport Recreation Center.
- Seasonal passes must be purchased in-person at the Groveport Recreation Center.
- Proof of age may be required for passes at the time of registration. Parent/Legal Guardian written consent is required on the contract.
- All adults must provide proof of identity at time of registration. Acceptable documents include valid Ohio Driver License or State Identification Card. The address on the contract must match the address on the I.D. Card.
- In the event that a child's last name does not match either of the adult's last names living in the household, an adult will need to provide proof of custody or guardianship.

- Pass Holders with physical handicaps that require special assistance may be accompanied by a care giver who may enter for free. The care giver may not utilize the facility without the Pass Holder and is here solely to assist the Pass Holder.
- Classes & programs are not included in the Pass fee, but are offered at a nominal fee.
- Rates and hours of operation are subject to change.
- In the event that a patron falsifies the information on his or her Seasonal Pass Contract, the City of Groveport reserves the right to collect any monies owed due to falsification and/or terminate the contract immediately without compensation to the patron.
- Children attending the facility without the presence of their resident parent/guardian or a Resident I.D. Card (available at the Groveport Recreation Center) will be charged the Non-Resident Rate.
- Cancellations will not be granted and pro-rated refunds will not be given, except for the following hardship cases. No other requests will be accepted. **Job transfer outside a 25-mile radius of the Groveport Recreation Center.** Patron must provide a letter from his/her Human Resource Department stating that he/she has been transferred within the same company. Patron must provide forwarding business address and phone number for verification. Military transfers also fall into this category. **Relocation/Move outside a 25-mile radius of the Groveport Recreation/Aquatic Center.** Patron must provide mortgage/lease documents (proof of move) with new address and phone number for verification. **Medical condition of an indefinite nature.** Pass Holder may receive a pro-rated refund if patron provides a letter from his/her physician stating that patron has a medical restriction of an indefinite nature. **Death.** Copy of death certificate or obituary is required.
- The City of Groveport reserves the right to rule on any other matter not specifically covered in the above policies, and to change policies as necessary.

permanent Social Security Disability payments. Current legal documentation is required. If the permanently disabled person is part of a household purchasing a household pass, the 15% discount will only apply to the person with the permanent disability, not the entire household.

**PROGRAM FEES:** Non-Residents that purchase a Groveport Aquatic Center Seasonal Pass shall be charged resident program fees for programs offered at the Groveport Aquatic Center.

**GROVEPORT RESIDENT** is defined as any individual residing within the corporate limits of the City of Groveport. This includes anyone within Taxing District Number 185. Persons are required (at the time of purchase) to provide a valid Ohio Driver's License or State Identification Card accompanied by a City of Groveport Water Bill, another utility bill or tax bill. NOTE: Although a person's address may state "Groveport", that person may not actually live within the corporate limits of the City of Groveport.

**GROVEPORT CORPORATE RESIDENT** is defined as any individual that lives outside the corporate limits of the City of Groveport, but is employed within the corporate limits of the City of Groveport. Individual is required to provide a recent pay stub (no more than 30 days old) showing the person's name and business address and proof that City of Groveport income tax is being withheld.

**AGE** is defined as an individual's age shall be determined as of the purchase date of the pass. Rates will not be prorated for persons changing age classifications within the year of their membership.

**HOUSEHOLD** is defined as a married couple with or without children residing at the same address OR two adults (regardless of sex) with or without children residing at the same address or single adult with one or more children living at the same address. NOTE: Children must be claimed on adult's most recent federal tax return and if of age, must be enrolled in elementary, middle school, junior high school, high school, university, college or trade school at the time of purchase. Proof of enrollment is required at registration. There can be no more than 2 adults (25 – 54 years of age for these purposes) in any household.

**ADULT ACTIVE MILITARY, POLICE OFFICER OR FIRE FIGHTER** is defined as any individual that is currently working for any federal/state military branch or actively serves as a police officer or fire fighter. NOTE: Person is required to provide a recent pay stub and valid identification as active military, police officer or fire fighter.

**PERMANENT DISABILITY** is defined as persons that are receiving