

## **OPERATING RULES 2018**

### **I. AFFAIRS and MANAGEMENT**

The Operating Committee, under the authority of the Board of Directors is in charge of the affairs and management of the club. The Club is operated in accordance with the following rules:

1. The Pool Manager is in charge of the lifeguarding staff and the Front Desk Manager is responsible for the Front Desk Attendants. It is the duty of the Pool Manager and staff to operate, maintain and police the pools and club facilities.
2. The Pool Manager and staff are responsible for the condition of the pools as well as for their sanitation and safety.
3. The Pool Manager, Front Desk Manager and staff are required to enforce the operating rules.
4. The Pool Manager, Assistant Pool Manager, or in their absence a designated member of the lifeguard staff, shall have The authority to determine under what circumstances the "Pool Closed" sign shall be posted or the pools cleared of all swimmers.
5. The use of the pools when no staff lifeguard is on duty is strictly prohibited. The pools may not be used when the sign, "Pool Closed" is posted.
6. No member or guest will be admitted to the club grounds without first depositing their admission card at the Front Desk.

### **II. OPERATING HOURS and DATES 2018-The Operating days and dates are as follows:**

Memorial Day weekend - May 26-28 (12:00 - 8:00 P.M.)

Weekend: June 2-3 (12-8 P.M.)

Season Full Time- Open Dates: June 9-August 12 (12:00 - 9:00 P.M.), August 13-September 2nd (12. - 8.00 P.M.).

Labor Day-September 3 (12:00 - 7:00 P.M.) Any change in hours will be announced and posted on the Bulletin Board or via email.

The club will be closed, when necessary for maintenance operations. Fifteen minutes prior to close an announcement will be made as a reminder to members on the premises.

### **III. MEMBERSHIP CARDS**

1. *Certificate Holders* will be issued **PINK** admission cards that specify Certificate Holder on the card.
2. *Adult members* will be issued **BUFF** cards - this category includes age sixteen years and older - not certificate holder.
3. *Junior members* are issued **GREEN** colored cards - younger than sixteen years of age but must **be twelve years old by August 1st of the current operating year.**
4. *Children* less than twelve years of age will be issued **BLUE** cards.
5. Care Giver will be issued an **ORANGE** card.

### **IV. GUESTS**

1. All paying guests must be registered by an adult member cardholder upon entering the grounds. A guest logbook will be maintained at the Front Desk in which both the club member and guest sign together and provide other appropriate information.
2. Non-swimming guests in street clothes must be registered by only the certificate holders and will be admitted without charge. If a non-swimming guest is found swimming then action will be taken against the certificate holder, possibly resulting in suspension.
3. **Guest Fees: Babies under age 2 are free, 2-5 years old - \$3, 6-15 years old - \$5, 16-61 years old - \$8 and Senior Citizens (age 62 and over) - \$3.**
4. Each holder of an adult membership card may purchase one or more House Guest Cards. These cards are non-transferable, only to be issued to bonafide guests in their home. A houseguest is defined as a person who resides in a member's home for a period of not less than three (3) consecutive days. Houseguest cards will permit full use of the club facilities by the named person from the date of issue, for a period of not more than seven (7) consecutive days, including holidays. Such cards will be issued upon request by the Front Desk Manager. The charge for one (1) House Guest Card will be \$50 per adult, \$25 (ages 2-15). No refund for any reason.

### **V. HEALTH and SAFETY**

1. All bathers must shower before entering the pool. This is a requirement of the state of Pennsylvania law.
2. No gum chewing is permitted on the club premises at any time.

## UPPER MORELAND SWIM CLUB Operating Rules

### V. HEALTH and SAFETY (continued)

3. Pool apron must be kept clear of chairs and any other obstruction. No smoking, eating, or drinking will be permitted on that section of the pool apron immediately adjacent to the pool or in the water. Smoking only permitted in designated areas, (see 3a) with the smoker responsible for the disposal of cigarette trash and butts.
- 3a. Smoking – Responsible Smokers. Please be considerate of members in your area. Smoke only in designated areas:  
1. Outside front desk area. 2. Turnpike side by barbecue pit. 3. Other side of Berkoff pool near the woods. ALL OTHER AREAS OF SWIM CLUB WILL BE SMOKE FREE. Smokers are responsible for disposal of cigarettes and trash.
4. No glass or breakable containers of any kind are allowed on the club premises - includes baby bottles.
- 4a. IF ANY CLUB MEMBER SEES VIOLATION OF GLASS RULE, PLEASE NOTIFY POOL MGR.
5. Ball playing is restricted to the area of or behind the basketball and volleyball courts. No hardball playing is allowed anywhere on the club premises at any time.
6. Pets are not permitted on the grounds at any time, with the exception of certified guide dogs for the handicapped.
7. At the discretion of the Pool Management, admission (swimming) shall be refused to any individual with infectious cuts or abrasions, inflamed eyes, infections, wearing bandages or any other maladies.
8. No running, pushing, wrestling, ball playing or causing undo disturbance in or about the pool area will be permitted.
9. Expectorating or blowing of the nose in the pool is prohibited.
10. Use of the kiddie pool is limited to **ages 5** and under. Parents of children using this pool are required to supervise their children while in the pool; parent must remain at poolside while their child is in the pool. Siblings are allowed in the baby pool only if an adult remains at poolside.
11. Only one person will be allowed on each diving board at any time. Multiple and excessive bouncing on the diving boards are prohibited. The diving area of the pool is reserved for diving only. If using the boards, swim clear as soon as your dive is completed. Do not dive or swim under the boards at any time. Diving off the side of the board is prohibited.
12. Cannon Balling or any type of jumping off the diving boards or the deck that the staff considers hazardous or undesirable is prohibited.
13. FLOATATION DEVICES (arm bands/swim vest) are permitted outside the 3 foot area in the Berkoff /Tillman Pool only when accompanied by an adult. In the three-foot area of the Berkoff Pool inflatable armbands for young children are permitted. Any floatation device must be PRE-APPROVED by club - pool management before use.
14. Talking or loitering at the lifeguard stands is not permitted.
15. Members and non-members under the age of twelve years are required to complete a swimming test to determine their ability to enter deep water. This test can only be administered by the Pool Manager or Assistant Pool Manager. If said member successfully completes this test then they will be given an ankle band and are required to wear it at all times. A fee of two dollars will be charged for replacement of this band.
16. Any person who does not appear to have the necessary swimming skills to enter the deep water will also be required to pass the swimming test.
17. The shallow area of the Berkoff Pool up to the safety rope is reserved for non-swimming members. Other areas in the Berkoff Pool or the Tillman Pool at the depth of five feet may be used by non-swimming child members only when they are individually accompanied by an adult in pool.
- 17a. No balls or ball playing in any of the pools.
18. Playground Safety Rules:  
No throwing sand, at any time.  
No pushing, shoving, wrestling or fighting in the area or vicinity.  
No profane, abusive or threatening language is to be used.  
No child under the age of three is permitted to use the equipment without adult supervision.  
Any member who violates these rules will be subject to loss of use of the equipment and possibly to suspension of the offenders club privileges for a period of time to be determined by Management.
19. Skateboarding or Rollerblading is not permitted on club premises. Upon entering must leave at front desk.

### VI. GENERAL

1. Cardholders age twelve through sixteen years of age will be permitted entry into the club without being accompanied by an adult. Children cardholders under the age of twelve years must be accompanied at all times by an adult member. This adult member will be responsible for the children's conduct and safety. Junior members (ages 1 through 15) are not permitted to escort younger children. Must have beige card same as adult.
2. The cost of any property damage incurred as the result of a member or guest's actions will be charged to the responsible certificate holders.

## UPPER MORELAND SWIM CLUB Operating Rules

### VI. GENERAL (continued)

3. Persons under the influence of intoxicants will be denied admission to the grounds. Intoxicating beverages or illegal drugs shall not be used or brought into the premises. Such persons abusing this rule will be asked to leave the premises immediately. Individuals involved in such action could be subject to immediate suspension of all privileges for an undetermined period of time.
4. Food and refreshments may not be consumed on the pool apron. Members are required to clean up after themselves and their guest before they leave. The picnic area is open to all members on a first come - first serve basis. We do not reserve picnic tables.
5. No abusive or threatening language, disorderly conduct, abusive or threatening behavior will be tolerated anywhere on the club premises, including the parking lot area. Violation of this rule could cause immediate suspension of the individual involved by management.
6. All members are required to drive slowly and responsibly on the driveway, parking areas, and in the residential areas adjacent to the club property. Speed Limit of five miles per hour will be enforced. Handicapped parking spaces are reserved for individuals with a handicapped license plate or identification, which must be clearly displayed. Police will be summoned to ticket all in violation.
7. Lost membership cards will be replaced at a fee of \$2.00 per card. If members request entry without membership card, they will be admitted 1 time for any unusual circumstances.
8. Only the cards of those members in the club at any given time will be in the card rack at the Front Desk. All cards remaining at the close of the business day will be locked up over night. Members will be issued a warning the first time this occurs, as a courtesy to our members. Please be aware of your responsibility.
9. All waste materials must be placed in appropriate receptacles. Child members are expected to adhere to this rule also or the certificate holder will be held responsible. Members are required to maintain the area they use at the club. When leaving for the day they are expected to pick up their trash. If using the Snack Bar tables the member is expected to clear the table of any trash or spills incurred during their use of the area. Violation of this policy can result in disciplinary action against the individual member and certificate holder.
10. Lost articles will be held at the Front Desk in the Lost and Found area for a period of one week. After this time they will be disposed of, as the Management deems appropriate.
11. All club members will leave the club premises within fifteen minutes of the designated closing time without exception. Access to the club parking lot will be restricted (locked) at this time.
12. The club will not be responsible for the loss or damage to personal property and suggests that all valuables be left at home or locked in their car.
13. All club members shall be attired in a manner, which is proper and appropriate for a family type club when on the premises.
14. Misrepresentation or lending of membership cards to other than the individual designated on the membership card shall result in the immediate suspension of all club privileges for an indefinite period of time. This includes misrepresentation of residence in the certificate holder's household.
15. Equipment Deposit: One-dollar deposit is required for each set of athletic equipment loaned from the Front Desk. Barbecue grills are available by reservation. Reservations consist of a \$3.00 deposit to be paid at the time of placing the request. Grill use is limited to a time span of two hours at the end of which time the member must return to the Front Desk and advise the attendant that they are done.  
No child member (blue cardholder) can request the use of any equipment without an adult cardholder in attendance.
- 15a. Tennis racket deposit is \$5.00 and you must be a green card holder. If racket is returned damaged it's the users responsibility and card will be withheld until the club is reimbursed the value of the racket.

## UPPER MORELAND SWIM CLUB Operating Rules

### VI. GENERAL (continued)

- 15b. Table Tennis equipment deposit is \$5.00 dollars and you must be a **green card holder**. You will receive equipment bag with paddles and pin pong balls. If paddles are returned damaged, it's the user's responsibility and the pool id card will be withheld until the club is reimbursed the value of the paddles. Table rules and usage will be the front desk responsibility. Updated ADMIN/OPRULES 04/2014.
16. Any member desiring to use the volleyball courts must request permission at the Front Desk for availability of the facility. Sign out sheets will be given to the person requesting usage and all individuals who will participate must be listed. Maximum usage per team will be set at one hour per afternoon and one hour per evening. Keep in mind that during high volume weekends and holidays this could be limited to one hour per day per team. This judgment will be made by the Front Desk Manager or Pool Manager.
- 16a. Other facility activities such as stickball and barrel ball must sign up at the Front Desk.
17. No individual whether staff or club member shall engage in any activity on swim club property for which he or she shall receive compensation, without prior written approval from the Chairperson of the Operating Committee. Request forms can be obtained from the Pool Manager.
18. Adult swim periods will be permitted at times selected by the Pool Manager. Adult only swim periods shall be conducted for approximately fifteen minutes, at the discretion of Management. The Tillman Pool will be the only facility used for Adult Swims. Members issued adult or certificate holder cards are the only members authorized to participate, with the exception of young children under age three - who must be held by an adult at all times. This is permitted only in the area assigned by Management.
19. Nursing mothers are advised to perform the feeding requirements of their infants in a modest and discrete manner.
20. **Baby diapers - are not considered to be a bathing suit. Babies and Toddlers are required to wear a swimmie Diaper and rubber pants in addition to their bathing suit, if not toilet trained, as a precaution in the safe and sanitary maintenance of all the pools. DEPARTMENT OF HEALTH REQUIRED.**
21. Swim instruction is reserved for the card holding members of the swim club. No other children are permitted to participate at this time.
22. Activities Request Form - blank forms available at the Front Desk. Must be completed if the daily number of guests is 8 or greater. Required form must be submitted for approval at least 2 weeks prior to the scheduled event. Canopies are reserved through the activities form. Due to the limited amount of chairs we request non-member guests to bring their own chairs. (5 club chairs per canopy).
23. The UMSC Swim team committee and board of directors has agreed that the swim team is open to all interested swimmer and divers ages 5-18 years of age. Eligibility is contingent on the following criteria:  

All bond holding dues paying families are eligible. Waiting list and summer replacement families are eligible as long as the member's application and fees are submitted before swim team registration.
24. All persons using the pool or any other facility at the club do so at their own risk. The club will not be responsible for any accidents or injury in connection with such use.
25. Infractions of Operating Rules will result in the suspension of all privileges and possibly expulsion of the offender. The term of suspension shall be directed by pool management, the Operating Committee, and /or the Board of Directors.
26. Management and staff have the complete responsibility regarding the enforcement of all rules and regulations. Their authority is to be respected by all members and guests. Appeal regarding any decision should be written and addressed to the President of the Club. Certificate holders are responsible for the conduct of all person admitted to the club under their certificate.
27. The summer membership fee for all senior citizens was changed from age 65 to age 62 effective 01/26/2012 and was a unanimous board of director decision. This also coincides with the guest fee of \$3 for any one age 62 and over.

The rules may be revised and/or additional rules established at any time by the Operating Committee with the approval of the Board of Directors. ADMIN\OPRULES.DOC/03/17BD.