

**Recreation Activity Center
Participant Policy Manual
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Introduction

Disclaimer

The purpose of these policies is to provide guidelines for the users of the Recreation Activity Center (RAC) and Campus Recreation & Intramurals (CRI) Facilities. Our purpose is to provide growth opportunities and educational experiences, which will enrich the life-long learning process. The use of the CRI Facilities is a privilege, and individuals not cooperating with established policies may be asked to leave or may have their privileges revoked. CRI Facilities staff reserves the right to make judgment and the final decision on policies not covered in this participant policy manual.

Standardization and Control of CRI Facilities Documentation

PURPOSE:

Document the format and process for creating a new or updating an existing Participant Policy Manual.

SCOPE

This policy applies to all controlled paper and electronic CRI Facilities Participant Policy manuals.

POLICY

- General Procedures
 - The Associate Director of Facilities & Fitness will assist in the creation or the updating of an existing policy.
 - CRI FACILITY Management Team will make final approval on all policies.
 - When changes are made to an existing policy or a new policy is created, the Associate Director of Facilities & Fitness will notify those people who hold hard copies.
 - An annual policy review will be administered by the Associate Director of Facilities & Fitness in conjunction with the CRI Facility Management Team
- Creating a New Policy
 - When a new policy is created, a new reference page (eg: A – 1) must be displayed in the top right corner of the new document.
 - The new document must be added to the table of contents under the correct heading.
 - The effective date must be recorded in the footer of each document; this is the date the policy was created.
- Updating an Existing Policy
 - When changes or updates are made to an existing policy; the updated date must be added and/or changed in the footer, directly below the effective date.
- Deleting a Procedure
 - When it is determined that a procedure is no longer needed, that procedure should be removed and that reference page (eg: A – 1) will be referred to as open in the table of contents and may be used when a new procedure is created.

Code of Conduct

In order to maintain a high level of service to our users, the CRI Facility Management Team enforces a Code of Conduct that all participants must follow. The CRI Facility Management Team staff appreciates your cooperation in creating a friendly and positive environment for wellness opportunities in all areas of our facility. Participation in all programs and recreation at

CRI Facilities is a privilege. All users who participate in activities or who utilize CRI Facilities agree to adhere to the following Code of Conduct:

Participants are expected to:

- Treat CRI Facility staff and facility with respect.
- Act with character and courtesy while respecting the rights, welfare and dignity of all others in CRI Facilities facility.
- Refrain from vulgar language and offensive conduct.
- Adhere to the rules and policies included in this document and set by CRI Facility Management Team and Georgia Southern University.
- Act in a safe, responsible manner regarding themselves and others.
- Participants engaging in inappropriate behavior or violating RAC policies may be subject to have their privileges of participation revoked and could face possible University disciplinary action.

General Information / Emergency Phone Numbers

RAC Main Office/Member Services Number..... (912) 681-5436

RAC Front Desk Number..... (912) 871-1111

Southern Adventures Number..... (912) 486-7227

Website Address..... <http://services.georgiasouthern.edu/cri/>

Other Important Phone Numbers:

Georgia Southern Public Safety..... (912) 681-5234

Georgia Southern Safety and Environmental Health Office.. (912) 486-7161

Mission Statement

The office of Campus Recreation and Intramurals, an integral and active service of the diverse University community, supports and strengthens the mission of Georgia Southern University. Our purpose is to provide growth opportunities and educational experiences, which will enrich the life-long learning process.

Through our programs and facilities, which are recreational, educational, and sporting in nature, we promote and develop healthy life-style choices. Benefits of participation include the application of leadership, decision-making, problem solving, conflict management, communication, and social skills. We strive to provide the safest, cleanest, highest quality, most dependable, and enjoyable services.

Core Values

Safe

Clean

Quality

Dependable

Fun

Warning Statement

You may suffer physical and/ or mental injury from participating in these activities. Participation in the Campus and Recreation and Intramurals Program is completely voluntary. Individuals participate at their own risk and assume responsibility for their own health and safety. Georgia

Southern University and the Campus Recreation and Intramurals Office are not liable for injuries sustained during participation in any Campus Recreation and Intramurals sponsored activity. It is strongly recommended that all participants consult a physician and/or have a physical exam prior to participation. Georgia Southern University does not provide personal accident/health insurance; therefore, participants are urged to secure their own insurance.

Location and Hours of Operation

Recreation Activity Center (RAC)
RAC Akins Boulevard
Campus Box 8078
Statesboro, Georgia 30460
(912) 681-5436

Hours of Operation

Fall/Spring Regular Hours

Please consult our website at <http://services.georgiasouthern.edu/cri/> for the latest information pertaining to hours of operation. Please note that all hours are subject to change due to the academic calendar, unforeseen circumstances and/or maintenance schedules.

Reduced hours of operation (including closure) are in effect during semester breaks, university holidays and other scheduled breaks. An annual shutdown of approximately one week will occur for routine maintenance and cleaning. Guests will be notified of the shutdown prior to the event.

Access/Entrance/Exit

Facility Access Policy

The RAC is a controlled access facility. Only authorized users are allowed entry. The RAC is intended for the use of current Georgia Southern University students and other authorized members of the Georgia Southern community. All participants who check into the building at the front desk **must** show a valid Georgia Southern University or Picture ID. To utilize the biometric hand readers, participants must have a Georgia Southern University ID card. Showing proper identification to the CRI Facility staff member is the **only acceptable** method of proving your membership status. **No ID = No Entry**

ID cards are non-transferable and for the exclusive use of the person named on the card. Eagle ID cards will be confiscated if presented by anyone other than the rightful owner. Involved parties may be subject to disciplinary action. Participants should possess, and display upon request, appropriate identification. The CRI Facility Staff reserves the right to request identification at any time. Non-members, suspended members or expired members will not be allowed access to the RAC. Any misuse of valid IDs and improper entry is subject to disciplinary action including immediate removal and suspension from CRI Facilities and programs as well as further university discipline. Photocopies of a Georgia Southern University photo ID are not acceptable. If the photo, name and/or ID number(s) are not visible on a Georgia Southern University ID card, the card is not considered valid. Your cooperation in presenting proper identification is expected at all times.

Outside guests meeting with RAC or CRI staff must check in at Member Services before entering past the controlled access point.

* Georgia Southern University athletic teams are provided with training facilities and team training activities are not to be held at CRI Facilities. A coach or professor may contact the CRI Facility Coordinator for Reservations to inquire about special arrangements. Access will not be granted without prior arrangements.

Entrance/Exit Policy

Entry and exit of the RAC must always be through the designated main entrance and exit. Individuals entering or exiting through non-designated doors are subject to disciplinary action.

Membership

Membership Policy

Membership to the RAC for current students is included in student fees. Other memberships are open to the campus community through the purchase of a semester or annual membership commitment. Spouses and partners of Georgia Southern University students, faculty and staff are also eligible to purchase memberships as well as dependants of faculty and staff. Georgia Southern alumni, who are Georgia Southern University Alumni Association Members, are eligible to purchase weekend memberships (2004-07 graduates are eligible for free weekend memberships through 2009). The general public is not eligible for independent memberships.

Payment

Memberships may be purchased with cash, check, MasterCard or Visa. Benefited faculty and staff may sign up for payroll deduction by completing a payroll deduction form. All new memberships are to be purchased at Member Services.

Cancellations/Refunds

Payroll deduction memberships may be cancelled until the academic drop date (please see academic calendar) each semester or until Feb. 1 for an annual membership, after which point, no cancellation or refund will be granted. Memberships paid in full may be cancelled through the academic drop date each semester or by Feb. 1 (annual membership) as well to receive a refund of 50% of the total membership fee. After the academic drop date has passed, no refund will be given.

Conflicts

Conflicts regarding membership status shall be referred to the Facility Coordinator for Staff Management. Decisions may be appealed through the Director of CRI.

Waiver

A waiver of liability must be signed by all users of the facility before using the RAC. The waiver is found at the Front Desk or Member Services. Individuals under the age of 18 must have a parent or guardian signature on their waiver.

Membership Categories

Student Membership

Membership to the RAC for current students is included in student fees. TABLE 1 displays the other student affiliate memberships that are available (no annual memberships available).

TABLE 1

Non-Student Membership Category	Fall	Spring	Summer
Non-Student/Non Fee Paying Student	\$120	\$120	\$109
Student Spouse/Partner	\$120	\$120	\$96

Non-student Summer Membership:

- The non-student summer membership is available for purchase to students who are not currently enrolled in summer school, but are enrolled for the following fall semester or who were enrolled in the previous spring semester.
- Membership is available at the rate in Table 1.
- The dates of eligibility for this membership are the day after spring semester extending to the day before fall semester.
- *Proof of enrollment through a printed class list is required at the time of sale.*

Student Spouse/Partner Membership

- Spouses/Partners of students are eligible for a membership at the annual rate of \$336 and/or semester rate of \$120 and/or \$96 in the summer.
- To purchase a membership, the current student spouse/partner must be present and verify through university form, joint checking account and/or joint home or auto ownership and a current student ID.

Faculty/Staff and Affiliate Memberships

All Georgia Southern University faculty and staff who are currently employed at Georgia Southern University or retired from employment at GSU are encouraged to join the RAC. Table 2 shows the current faculty/staff and affiliate memberships offered. Following the table is more information and the verification process in regard to each membership. At the beginning of each academic year or each semester, depending upon type of membership, the member can renew his/her membership by completing the membership renewal form available at the Member Service Desk at the RAC or online at <http://services.georgiasouthern.edu/cri/staff/renewal.pdf>.

TABLE 2

Membership Category	Fall	Spring	Summer	Annual
Faculty/Staff	\$100	\$100	\$88	\$288
Faculty/Staff Spouse/Partner/Dependant (16-25)	\$120	\$120	\$96	\$336
Faculty/Staff Dependant (Under 16)	\$50	\$50	\$50	\$150
Retired Faculty/Staff	\$50	\$50	\$44	\$144
Retired Faculty/Staff Spouse/Partner/Dependant	\$50	\$50	\$44	\$144
Alumni (2003 graduates or before)	\$120	\$120	\$96	\$336
Alumni (2004-2007 graduates)	Free	Free	Free	Free

Payroll Deduction Memberships

- Payroll deduction memberships are available to all fully-benefited Georgia Southern University employees and their spouse/partner or dependant.
- Memberships will be paid through the Payroll Office at the University.
- A deduction will be taken each pay period, until the membership amount is met.
- Memberships are available for purchase at any time.
- Memberships will be pro-rated monthly throughout each semester/academic year.
- Payroll deduction memberships can be cancelled until the academic drop date each semester or until Feb. 1 for an annual membership, after which point, no cancellation or refund will be granted.
- Couple payroll deduction memberships must be deducted from only one person's check.
- Casual labor employees, whether benefited or not, are not eligible for payroll deduction.

Semester Membership

- Payroll and annual membership available for semester terms.
- Memberships are pro-rated monthly beginning one month after each semester begins.
- Memberships are valid thru the start of the following semester.

Membership Verification Process

Faculty/Staff

- CRI Staff will check master list provided by Human Resources to verify employment.
- Payroll deduction, semester and annual memberships are available.
- Casual Labor Staff regularly working 20 or more hours per week are also eligible for membership (by semester only). Verification of employment should be via letter from supervisor on GSU letterhead (or email).
- In the event employment ceases, membership will be terminated as well.

Spouse/Partner/Dependant

- Membership available to Georgia Southern University faculty/staff/students' spouse/partner or 16-25 year old dependent that lives in the same household as faculty/staff/student member.
- Payroll deduction, semester and annual memberships are available.
- Proof of couple/partner/dependent status is required through:
 - Spouse – marriage certificate, joint checking account, joint home or auto ownership
 - Partner – Declaration of Domestic Partnership Form
 - Dependent – ID with same address as member, Joint checking, DOB also required
- Either faculty/staff member or spouse/partner may purchase membership. Both parties do not need to be present at time of sale.
- In the case of separation, CRI should be notified of member status change by the end of the current semester.
- Each dependent under-16 years of age must have an individual membership.
- Children less than 3 years old may become members of the RAC at no charge and a minor waiver must be signed.
- Members' under-16 years of age must be accompanied by an adult member.
- Under-16 dependent memberships are for weekends only and holiday hours (Friday after 4:00 pm-Sunday until 6:00 pm) during the Fall and Spring Semester and **all open hours during the summer semester and break periods.**

Retired Faculty/Staff

- CRI Staff will check master list provided by Human Resources to verify employment.
- Payroll deduction is not available for retired faculty/staff members.

Alumni

- Current Georgia Southern University Alumni Membership Card must be presented at time of purchase
- Alumni memberships are for weekends (Friday after 4:00 pm-Sunday until 6:00 pm) only.
- Alumni from the graduating classes of 2004-2007 will receive a free membership through the 2008-09 academic year.
- Membership available for Alumni only.
- Alumni may also purchase day passes on weekends for \$5 (must show GSU Alumni Card).

Guest Policy

The primary purpose for guest passes is to accommodate the friends and relatives of Georgia Southern University students and RAC members. Secondary audiences for guest passes are: University guests (such as workshop, short-term conference guests and University sponsored athletic camps) or visiting faculty/staff. In these instances arrangements for the guest must be made in advance through the Associate Director of Facilities & Fitness and proof of involvement in workshop, conference, etc. will need to be provided.

- University guests that would like to use the RAC, but have not been given a complementary guest pass must have the sponsoring department contact the Associate Director of Facilities & Fitness for guest pass use.
- Guests under 16 years of age are only allowed in the RAC on weekends during Fall & Spring semesters (after 4:00 on Fridays – 6:00 on Sundays) but can visit all day in the summer.
- The cost of the guest pass will be covered by the guest at a rate of \$5.00 per day.
- Student, faculty, and staff members may bring 2 guests per day.
- Guest passes may be purchased at the Front Desk.
- Guests must sign a liability waiver form.
- CRI reserves the right to approve or deny any guest pass transaction.
- Members must check in at the same time as the guest and remain at the facility the entire time the guest is there.
 - Exceptions will be made for visiting faculty/staff hosted by a University department.
 - Members are responsible for the actions of their guests. If a guest does not adhere to the policies of CRI facilities, the member and guest may be asked to leave.
 - The sponsor's current membership must be verified before being allowed to purchase a guest pass.
 - The guest's sponsor will be responsible for checking out any equipment and be held responsible for damages to equipment and/or facility caused by his/her guest(s).
- All guests must have a photo driver's license or government issued photo identification with address and proof of age unless guest is dependent or child.
- Guest passes are for facility access and any regularly scheduled, no-cost programming taking place in the RAC.

- Guest passes are valid for the date of purchase only, re-entry is permitted on that day but only when accompanied by RAC sponsor (receipt must be shown upon re-entry)
- A guest cannot host another guest.
- A guest is subject to specific program eligibility policies where applicable.

Non-Participation Policy

- CRI allows current members to bring guests for various activities and programs.
- Special events held may allow non-participatory guests if proper staff is requested ahead of time to monitor spectators.
- The CRI Staff reserves the right to ask any non-participants to exit the building at any time.

Emergencies

Emergencies

During all emergency situations it is expected that you follow the direction of CRI Facility Staff. In the event an emergency situation calls for sudden removal from the facility please exit through the nearest emergency exit door immediately. Please follow University emergency policies for all emergencies. Thank you in advance for your cooperation.

Parking

Parking

Users of CRI Facilities do not need to purchase a Georgia Southern University parking tag. The Main RAC, Pavilion, and Southern Adventures lots are open parking lots. Georgia Southern University Transportation Services monitor these and all campus parking areas and will boot or tow vehicles with outstanding violations. All persons who bring a motor vehicle on campus must comply with Georgia Southern University Transportation Services regulations. Refer to the Georgia Southern University Transportation Services website at <http://services.georgiasouthern.edu/park/> for complete policies regarding parking on the Georgia Southern campus.

Publicity

Publicity tabletop displays and printed material that are in line with the mission of CRI and are events that are open to all users of the facility may be displayed in the Lobby. These displays and printed material should be scheduled through the Facility Coordinator for Reservations & Special Events by completing a Reservation Request Form. CRI Facility Management Team reserves the right to remove any material not in line with our mission. Groups requesting bulletin board space for printed material will be limited to a 2-week reservation. Groups reserving the Lobby for table top displays may be reserved for up to a week, but must also have a representative present at all times along with their display. If flyers are distributed, reserving group is responsible for all debris caused from handouts (i.e. parking lots and hallways of the RAC). If a survey is to be conducted as part of a tabletop display reservation, a copy of an IRB consent form will be required.

Facility Reservations/Tours

Facility Reservations

A facility Reservation Request Form must be submitted to the Facility Coordinator for Reservations & Special Events at the CRI Member Service Desk or through the CRI website <http://services.georgiasouthern.edu/cri/fac/forms/Reservation%20Form.pdf>. Requests for facility spaces that do not require additional items or needs must be requested at least two weeks in advance. If an event requires setup or special needs this should be indicated on the Reservation Request form and submitted at least 30 days prior to the event.

Facility Tours

RAC tours are available for groups or individuals upon request. Groups or individuals may contact the Facility Management or Marketing Team to establish an appointment for a tour. Should a small group of individuals request an impromptu tour of the RAC, we can generally accommodate their wishes. A tour will be conducted by a member of the Facility Management Team. Facility/Activity participation is not associated with a tour. In addition, there is no age minimum for a tour. If you are a person with a disability who requires an accommodation during an organizational tour, please contact CRI in advance at 681-5436.

Policies, Rules and Regulations

General (RAC & MC Anderson Park)

- The RAC is a controlled access facility, entrance and exit must be through the main entrance.
- Members are responsible for the conduct of their guests.
- Disruptive behavior (i.e. profanity, fighting, shoving) will not be tolerated. It is expected that guests will be courteous to staff and other guests.
- In the event of an injury or accident, please notify a member of the CRI Facility staff at one of our service desks immediately.
- Smoking/tobacco/alcohol use in any form is prohibited; food and beverages are permitted only on tile floors and glass and/or metal containers are not allowed.
- Proper attire is required in all areas, shirts must be worn at all times and only non-marking shoes may be worn when appropriate. Sandals and open toed shoes are not permitted in any activity area throughout the RAC. CRI staff's decisions concerning appropriate attire will be final.
- Photographing and or video taping participant in inappropriate manner is not accessibility.
- Bicycles, skateboards, and inline skates are not permitted inside.
- Use of informal activity spaces when not scheduled/reserved (including priority scheduling) is first come, first serve.
- Spitting in the common areas or activity areas such as courts, track, etc., is not permitted. Trash cans are provided in all areas for spitting.
- All personal belongings may be secured in a day use locker in the RAC locker rooms or stored in one of the cubbies located throughout the facility that is in your line of sight. The Facility Management Team recommends leaving all valuables at home.
- CRI is not responsible for any personal items that are lost or stolen.
- Staff members are not to hold equipment, valuables, or bags for participants.
- Personal radios are only allowed with headphones.

- A closing announcement will be made approximately 15 minutes prior to closing. All participants are expected to finish their activity, re-rack all weight equipment, return any checked-out equipment, finish showering and exit the RAC by closing time.
- The RAC facility may not be used for private or commercial purposes unless such activity has been approved by the CRI Facility Management Team. Examples of prohibited activity include (but not limited to): personal training, private instruction, sales, etc.
- Areas within the RAC and equipment shall be used for intended purposes.
- It is requested that members report any concerns about the facility and/or equipment to the CRI Facility staff as soon as possible.
- Violations of these rules may result in loss of privileges and/or disciplinary action.
- Questions concerning these rules should be directed to the CRI Facility Management Team.

Accidents/Injuries

Please contact a member of the CRI Facility staff should an accident, injury or related incident occur. Your assistance in promoting safety is greatly appreciated.

ADA Statement

Individuals with disabilities are encouraged to attend all CRI sponsored events and utilize CRI facilities. If you are a person with a disability who requires an accommodation in order to participate in a program, please contact CRI in advance at 681-5436.

Alcohol, Drugs, and Smoking

The RAC is a substance-free facility. Users must agree to take reasonable precautions to prevent the possession or use of alcoholic beverages, illegal drugs and tobacco products in the RAC and other CRI sponsored events. See the Georgia Southern University Code of Student Conduct: University Policies, sections I, II and III for complete policies regarding smoking, alcohol, and drug use on campus.

Animals

Only service animals are permitted in the RAC. The Americans with Disabilities Act (ADA) allow service animals to accompany persons with disabilities on the Georgia Southern campus. The ADA defines service animal as any guide dog, signal dog, or other animal individually trained to provide assistance to a person with a disability. For more information and the complete policy regarding animals, see Student Disability Resource Center on the Georgia Southern University website.

Attire and Footwear

The RAC reserves the right to determine the acceptability of all exercise attire. CRI staff decisions concerning appropriate clothing will be final. Failure to dress properly will result in denial of use of the RAC and/or participation in CRI programming. Clothing with offensive language, designs, pictures or poses a danger to self or others is not acceptable.

Appropriate attire is required at all times.

- Sandals and open toed shoes are not permitted in any activity area throughout the RAC.
- Shoes, shirts, shorts and/or pants must be worn at all times.

- Jeans, zippered, metal riveted shorts or pants are prohibited due to the risk of ripping equipment upholstery and pose a risk of injury.
- Shorts must be long enough to cover the buttocks and groin when the participant exercises or moves. Appropriate support and undergarments are required at all times.
- Thongs, patterned or colored undergarments that are visible when worn under light colored clothing are not permitted.
- A SECOND pair of clean, dry shoes is suggested for use in the RAC.
- Shoes that mark floors; have open toes or heels, and turf shoes are prohibited in court and exercise areas.
- Jewelry which may cause equipment damage or pose a risk of injury should be removed.

Cell Phones

Use of cell phones and pagers is not permitted in locker rooms or while using equipment. Out of respect for others, we ask that you limit your cell phone use in public areas. Cell phones are to be used in common areas of the facility only

Computer Use Policy

Individuals who use CRI Facility computer kiosks assume the responsibility of seeing that these resources are used in the appropriate manner. Misuse of computer facilities is considered a violation of University policy and regulations and may also be a violation of law if data of other computer users are disturbed or the privacy rights of individuals are violated. See the Georgia Southern University Code of Student Conduct: Section IV for a detailed list of prohibited activities.

Damages

Participants utilizing CRI facility and equipment assume the liability of and agree to compensate CRI for any damage other than normal wear and tear while it is being used. See the Georgia Southern University Code of Conduct: Section II for the complete policy regarding prohibited acts and liability.

Ejection

Non compliance with any University or CRI policy is subject to ejection. When an individual is ejected from the facility for any reason, that individual is suspended from any CRI facility and program until they have met with the Program Director, Coordinator or their designee.

Equipment Checkout

- Members may check out equipment free of charge with proper ID at the Equipment Checkout Desk or designated location within M.C. Anderson Park or CRI programming facility (such as the CRIBB or Sports Complex during Intramural programming).
- The equipment is for use in the RAC and/or during CRI programming only and should be returned to the Equipment Checkout Desk or location of checkout before leaving the facility or area.
- The person checking out the equipment is responsible for the item(s). If the equipment is lost, damaged or not returned, then the individual who checked it out is responsible for the costs.

- If equipment is not returned, CRI may suspend the participant's membership and charge the cost of the equipment to that participant's Georgia Southern account. The participant can not regain his/her membership until the charge is paid.
- General wear and tear on equipment is the responsibility of CRI.

Food and Beverages

- Food is NOT allowed at any time in any activity area (exception: food may be allowed for special events if prior approval/arrangements are granted by the Associate Director of Facilities & Fitness). Food should be kept in the Lobby or on tile floors, including smoothies.
- Water, in a sealable container or sports bottle is the only beverage allowed in activity areas including but not limited to wood courts, Fitness Center (all areas), and other fitness rooms.
- All containers are subject to substance check at any time by CRI staff.
- Glass containers are prohibited at all times.
- Chewing gum is NOT permitted in the RAC.

Lost and Found

- Found items should be turned in at the Entry Desk.
- Inquiries regarding items lost should be made at the Entry Desk.
- Items not claimed within 7 days will be given to a charity.
- Staff members are not permitted to hold valuables.
- CRI is not responsible for lost or stolen belongings.

Posting

Areas in the RAC are designated for appropriate posting of University publicity. A bulletin board for general university advertisements will be designated upon completion of construction. No signs, posters or advertisements may be placed in the RAC without prior staff approval. One poster per event (unless otherwise approved) may be submitted for approval to the Member Service Desk to be posted and will be posted by CRI Facility staff. As long as the advertisement is professional CRI Facility staff will post for a maximum of one week in the facility.

Decorations, including signs, posters or advertisements, may not be put on walls, railings or furnishings in CRI facilities without consent from the Facility Management Team. Decorations must not disguise, cover, or interfere with any safety device, including fire safety equipment such as fire extinguishers, exit signs, sprinkler heads and piping, and fire alarm pull stations. For further information, contact the Georgia Southern Safety and Environmental Health Office.

Solicitation

Solicitation shall not be conducted in or around CRI Facilities on the campus of the Georgia Southern University except by the employees of the University acting in the scope of their agency or employment; or by established student organizations, in accordance with University policy. See the Georgia Southern University Code of Student Conduct: section II for the complete policy regarding solicitation on the GEORGIA SOUTHERN campus.

Towel Policy

Towels will be available for the participants of the RAC. We ask that each member take one towel per visit and return the towel in the designated towel return areas. The towels are located

on the Cardio Deck, Machine Weight Room of the Fitness Center, and at the Equipment Issue Desk and are intended for use in the Fitness Center & Group Fitness Classes. Towels are not allowed in the Aquatic Center.

CRI Area Specific Policies

RAC (Indoor Facilities)

Fitness Center & Conditioning Room (General Rules & Policies)

- Participants are not allowed in the resistance room unless a CRI staff member is on duty.
- All individuals exercise at their own risk. We recommend seeing one of the Fitness Specialists if you have questions.
- All users of the weight room must be at least 16 years of age.
- Workout towels are mandatory. Please return the towel to the appropriate bins after use.
- Discontinue exercising immediately and notify staff if you feel pain, discomfort, or dizziness.
- Proper athletic attire is required.
 - No open toe or back shoes
 - No jeans, cargo shorts or pants or clothing with zippers
 - No mesh tops
 - No weight lifting suits or “plastics”
 - Fitness Specialist decisions concerning appropriate clothing will be final
- Please clean equipment after use.
- All personal items must be stored in the provided cubicles and or lockers.
- CRI is not responsible for lost or stolen items.
- Staff members are not permitted to hold valuables.
- Water in a sealable container or sport bottle is the only beverage allowed.
- No food, gum or tobacco products allowed.
- Immediately report any weight room injury to the Fitness Specialist.
- Please report facility or equipment irregularity to the Fitness Specialist.
- Please do not place hands, feet or **anything** against the mirrors.
- People socializing in groups that congest the area will be asked to disperse or leave.
- Use of offensive language will not be permitted.
- Be considerate of others.
- No outside personal training is permitted.

Fitness Center (Resistance Training area & Conditioning Room)

- When crowded, do not occupy a select weight station for more than 10 minutes.
- Belts are not allowed (with the exception of weight belts). Weight belts can be checked out at the Equipment Issue Desk and other accessories can be checked out from the Fitness Center Desk with an ID card.
- Weight Belts can be checked out at equipment check-out with ID.
- Please do not drop or throw free weights, slamming of the weights will not be tolerated.
- Spotters are required on all press stations.
- Collars are required on all free weight bars.
- Return equipment and weights to their proper location; do not place free weights near or against mirrors,
- Chalk is **ONLY** permitted for use of the platforms.
- Fitness equipment shall not leave the resistance area.

Fitness Center (Cardio Deck & Conditioning Room)

- Limit your time to 30 minutes on all cardiovascular equipment during peak hours.

Indoor Track

- Track is intended for jogging/walking use only; please use corridors/hallways for travel from one side of the RAC to another.
- Only non-marking, closed-toed, athletic shoes allowed. Spikes, turf shoes and cleats are not allowed.
- Please see Track Direction signs for daily direction of travel.
- Jogging lanes – 3 & 4 (Outside lanes)
- Walking lanes – 1 & 2 (Inside lanes)
- Give right of way to people passing on the track.
- 9 laps = 1 mile
- Stretching and warm-up exercises are to occur in the designated area only.
- The track **cannot** accommodate "recreational wheels" (skateboards, strollers, bikes, etc).
- The track is not an observation area; no one is allowed to stand on or block any lanes of the track.

Courts (including Courts 1-3, Auxiliary Gym, Courts 5-6 & MAC Gym)

- Hanging on rims is not permitted.
- Deliberate abuse of the walls, doors, ceilings, equipment, etc. is not permitted.
- Jewelry and hats is not permitted on courts. This includes but is not limited to necklaces, rings, bracelets, wristbands, watches, earrings/studs, and other piercing.
- Contact the Front Desk for assistance with equipment; disassembling or moving equipment is not permitted.
- Volleyball and badminton nets and standards will be set up and taken down by the CRI staff only.
- Guests are not to turn on the lights or tamper with the panel boxes. Requests or problems should be referred to the CRI Staff immediately.
- Open recreation basketball and volleyball have court priority, with the exception of events scheduled by CRI.

Multipurpose Rooms (as well as Studios 1 & 2 and Multipurpose Room)

- Contact the Front Desk for assistance with equipment, sound system, or the diving wall; disassembling or moving equipment is not permitted.
- Deliberate abuse of the walls, doors, ceilings, equipment, etc is not permitted.
- Please report facility or equipment misuse to the Facility Management Team.

Studio 1 Policies

Combative Station Policies

- Hand wraps and gloves **MUST** be worn.
Available for checkout at Equipment Issue with your ID
- Kicking the speed bags is not permitted.
Kicking the speed bags bursts the bladders inside causing them to deflate.
- Hanging from the speed bag platform is not permitted.

- Swinging on the heavy bags is not permitted.
- Sparring and horseplay are not allowed.
- Plastic sweat suits are not allowed.
- 30 minute time limit when someone is waiting.
- Shoes must be worn in all activity spaces unless prior approval from Facility Management Staff. If a group is granted approval, we ask that individuals with open sores, skin rashes, and infectious diseases do not participate at the risk of infecting others.

Group Fitness Studios (General Policies)

- Workout towels are mandatory.
- Water in a sports bottle is the only beverage allowed.
- Proper athletic attire is required
- Report any injuries or equipment problems to the Instructor.
- Only non-marking shoes are allowed.
- Personal hand weights are not allowed. Facility hand weights are provided for appropriate classes, and may only be used at the direction of the Instructor. **(No dropping equipment.)**
- Please do not touch mirrors.
- All Group Fitness equipment is to remain in the Group Fitness Studio and stored properly.
- Please clean equipment before leaving class.
- Only CRI staff is allowed to use the stereo.
- Be early since class numbers are limited. No one will be admitted to class after the first 10 minutes.
- All personal items must be stored in the provided cubicles and/or lockers; CRI is not responsible for lost or stolen items.
- Silence all cell phones and pagers.
- Plan to complete entire warm up and cool down.
- Multiple failures to adhere to instructor cues will result in class suspension.
- Arrive at least 5 minutes prior to class to receive directions from the instructor. Group Fitness Classes will be closed 10 minutes after the session begins, no entry allowed.

Group Fitness Studio (Spinning Studio)

In addition to the above listed Group Fitness Studio General Policies, please adhere to the following in the Spinning Studio:

- All first time riders must attend the cycling orientation prior to the start of class.
- Place bike in correct position before leaving class
- During peak hours participants may need a ticket in order to reserve a bike and may not reserve bikes for other people unless they are present.
- Please wipe down the machine, including your seat and hand rails when you are finished. Towels and cleaning bottles are provided inside the Spinning Studio.

Pool Policies

- Swimming is permitted only when a lifeguard is on duty.
- Please shower before entering pools.
- Appropriate swim wear required. Cut-offs are not permitted.
- Hanging on lane ropes or rails is prohibited.

- During peak hours, pool patrons must share lanes and circle swim.
- Use of rafts, tubes, and other floatation devices permitted at the lifeguard's discretion.
- Individuals with open sores, skin rashes, infectious diseases, or discharges will not be permitted to enter the pool.
- Only one diver at a time on the board.
- Swimming under boards is prohibited when diving boards are open.
- Diving permitted only in 5 feet of water or deeper.
- The outdoor pool will be cleared in case of bad weather.
- Feet first entry only, no diving in outdoor pool.

Sauna Policies

- Lifeguard must be on duty to use the sauna.
- Exercise of any kind is prohibited in the sauna.
- This is a dry sauna, no liquid on the rocks.
- Appropriate attire is required in the sauna. Males must wear shorts or swim trunks and females must wear a swimsuit or shorts and a top. No footwear allowed.
- Horseplay and inappropriate displays of public affection are not permitted.
- The sauna is restricted for use by CRI members 16 years of age and older.
- SAUNA USERS SHOULD BE AWARE OF THE FOLLOWING WARNINGS:
 - Exit immediately if uncomfortable, dizzy, or sleepy.
 - Check with a doctor before using a sauna if pregnant, in poor health or under medical care.
 - DO NOT EXCEED 30 MINUTES in the sauna.

Climbing Wall & Bouldering Cave

- Report any injuries or equipment problems to the climbing wall supervisor.
- Please be courteous and respectful to other participants.
- All belayers must hold a current belay certification through Southern Adventures.
- Appropriate footwear required.
- Climbers are encouraged to remove jewelry, objects from pockets, and secure eyewear.
- Water, in a sports bottle, is the only beverage allowed. No food, gum, or tobacco.
- All personal equipment must be approved by the climbing wall staff.
- Loose chalk is not allowed.
- Un-roped climbing above the designated bouldering height is prohibited.
- Climbing helmets are recommended and are available upon request.
- All personal items must be stored in the provided cubicles and or lockers; CRI is not responsible for lost or stolen items.
- The climbing wall supervisor's word is final.
- Climb Safe and Have Fun!

Seminar, Conference, & Wet Classrooms

These rooms are not intended for drop in use and must be reserved. Please see *Facility Reservation* section for more information to utilize these spaces.

MC Anderson Park (Outdoor Facilities)

Outdoor Basketball Courts

- Hanging on rims is not permitted.
- Deliberate abuse of the equipment is not permitted.
- Jewelry is not permitted on courts. This includes but is not limited to necklaces, rings, bracelets, wristbands, watches, earrings/studs, and other piercing.
- Lights may be turned on at the south light pole (nearest parking lot).
- Requests or problems should be referred to CRI Staff immediately.

Sand Volleyball Courts

- Deliberate abuse of the equipment is not permitted.
- Jewelry is not permitted on courts. This includes but is not limited to necklaces, rings, bracelets, wristbands, watches, earrings/studs, and other piercing.
- Lights may be turned on at the north light pole (nearest small pavilion).
- Requests or problems should be referred to CRI Staff immediately.

Pavilion

- Deliberate abuse of the equipment is not permitted
- All personal grills must be used at least 30 feet away from the Pavilion
- All other equipment provided by the group must be approved by CRI Facility Management Team
- Please clean up after pets

Outdoor Playing Fields Multiplex, North, and South Fields

- Fields are intended for drop-in use unless reserved for CRI programming or events
- All bleachers, soccer goals, and other loose equipment should not be moved from its original placement.
- Please follow all the General CRI rules and policies when utilizing fields

Red Flag System (outdoor fields)

The Red Flag System is meant to keep all participants, staff, and campus security updated about current multipurpose field conditions. In the event fields are unplayable (including but not limited to bad weather and fertilization application), please adhere to the following guidelines:

- The red flag will be flown on the pole at the CRIBB. This denotes closing of ALL multipurpose fields. When fields are closed for the evening, they will remain closed until at least 8:00 am the next business day. On weekends, the CRI Facility Management Team will check fields to determine daily usability.