



## **Vandalia Recreation Center**

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### **General Facility Rules and Regulations**

Vandalia Parks & Recreation is committed to providing quality recreation programs and facilities for the community. The following rules and regulations have been established to operate the Vandalia Recreation Center and to ensure our patrons enjoy a quality and safe recreation experience.

1. Smoking, including use of e-cigarettes, and/or use of any type of smokeless tobacco is prohibited in the facility and only permitted in designated smoking areas located outside by the benches on the south-side of the building by the flag pole and Aquatic Center windows.
2. No alcoholic beverages are permitted on the premise of the VRC.
3. Consumption of food and/or drink is limited to the vending area only and/or specific program areas.
4. Children 8 years of age and younger must be accompanied by a responsible caregiver (16 years of age or older) to enter the facility and cannot be left unattended while in the facility.
5. Patrons must wear appropriate clothing (at minimum a shirt and shorts) and shoes at all times in the facility. (Program exceptions may apply.) Bathing suites may not be worn outside of the locker rooms or Aquatic Center.
6. No wheeled roller shoes or "Heelies" are permitted in the facility.
7. Patrons using VRC facilities and equipment do so at their own risk, and agree to hold harmless the City of Vandalia, its representatives, successors and agents from any loss or injury resulting from use thereof.
8. Patrons utilizing the VRC are subject to pertinent State and Federal laws, City ordinances, Health Department codes and Vandalia Parks and Recreation regulations.
9. Respecting the facility, equipment and others is a must.
10. The following activities, although not an exhaustive list, are examples of behaviors that will result in disciplinary action and police reports when applicable: fighting, stealing, property damage, disorderly conduct, profanity, abusive language or threatening behavior.

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11. VRC management is authorized to facilitate any safety procedure and all guests are required to follow said policy/guideline.
12. No persons shall sell or offer for sale any article or service in the VRC unless such sale or offer is pursuant to a contract with the department.
13. The City of Vandalia, its representatives, successors and agents are not responsible for lost or stolen property. It is highly encouraged that all persons lock up any valuables.
14. All accidents/injuries requiring assistance will require a staff member to complete an Incident Report. Cooperation in obtaining patron information is requested.
15. Patrons are not permitted to carry a concealed firearm within the Vandalia Recreation Center.
16. Celebrations of birthdays are not permitted in the Lobby.
17. Changes in facility/recreation schedules may occur without notice. Staff will post schedule changes with as much advance notice as possible.
18. Additional guidelines deemed necessary for the safety and comfort of facility patrons will be enforced.

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### **Aquatic Center**

For your safety and those around you, please obey all instructions of the staff. Distracting lifeguards from their duties is a safety concern.

1. Swimming is only permitted when lifeguards are on duty.
2. Use of specific areas of the aquatic center may be restricted due to aquatic programming.
3. Diving is NOT permitted anywhere at the VRC.
4. Water slide use is limited to those patrons 48 inches or taller.
5. Special rules governing the use of the lap pool and water slide will be posted and enforced.
6. The vortex must be entered at the opening; no sliding or jumping from the pool deck.
7. The City of Vandalia reserves the right to limit access due to safety concerns.
8. To assist in keeping pool water clean and clear, please shower prior to entering the water to remove oils and dirt.
9. Obscene tattoos must be covered.
10. Appropriate clothing required- see Patron Attire section below
11. Alcohol is not permitted.
12. Cameras are permitted in the pool area for IMMEDIATE FAMILY USE ONLY.
13. Be cautious with your valuables. The City of Vandalia is not responsible for your personal items.
14. The Aquatic schedule is available at the VRC or online at [www.vandaliaeccenter.com](http://www.vandaliaeccenter.com).

#### **Aquatic Center Patron Attire**

1. For the safety and health of our patrons, appropriate swim attire (Clean swim trunks with liner AND drawstring / one- or two-piece bathing suit) is required to utilize the pool. Swimsuits must cover one's bottom, genitals and chest (females). No street clothes (athletic apparel, cut off shorts, etc.) will be permitted.

2. Acceptable swimwear includes traditional swim trunks, board trunks, Jammers, rash guards and wetsuits. Unacceptable swimwear includes street wear, athletic shorts, cut-offs, transparent fabrics, undergarments, bras (including sports bras) and thongs/G-strings. T-shirts are prohibited unless specifically designed for aquatic use (i.e. Dry-Fit or wetsuit shirts). All requests for exemptions MUST be communicated to the Facility Manager prior to entry into the Aquatic Center.

#### **Aquatic Center Age & Health/Safety**

1. Children 4 years of age and younger must be accompanied in the water, at arm's length by a responsible and paying individual who is, at minimum, 16 years of age wearing proper swim attire. Each responsible individual may accompany a MAXIMUM of 2 children.
2. Groups bringing children to VRC Aquatic center must have at least one adult per every five children over the age of 4 years and are responsible for the supervision of those children.
3. Children 8 years of age and younger must be accompanied in the aquatics center by a responsible adult, sixteen (16) years of age or older.
4. Monitoring/Supervising your child/children remains your responsibility, even if lifeguards are present.
5. All injuries should be reported to the VRC Aquatic staff immediately.
6. Infants/children who are not toilet trained must swim diapers and/or securely fitted rubber pants.
7. No food or drink, except for water, will be permitted in the Aquatic Center. Please consume all food in the VRC lobby.

#### **Aquatic Center Equipment and Toys**

1. All life vests must be U.S. Coast Guard approved. We provide U.S. Coast Guard approved life jackets at no charge. Patrons may bring their own U.S. Coast Guard life vests for use at the facility.
2. Water wings, baby seat floaters, suits with built in flotation devices and water noodles provide are not permitted. These items are not U.S. Coast Guard approved flotation devices. Floating enhancement devices NEVER replace in-water supervision.
3. Inflatable items are not permitted.
4. Any item that restricts swimmers' leg movement (i.e. mermaid tails, monofins, etc.) are not permitted in the water.
5. Adults may use water noodles, kick boards & other pieces of water exercise equipment for water exercise.
6. Toys are permitted with guards' approval and with patron's safety in mind. All diving toys must be soft.
7. Please do not sit, hang on, or play on the ropes, lane lines and pool ladders.

#### **Aquatic Center Behavior**

1. Patrons shall not behave in a manner that jeopardizes the safety and health of themselves and/or others. Examples of unacceptable behaviors include; running, rough play, forcing others

into the pool, pushing, whipping of towels, acrobatics, excessive dunking, holding others underwater, prolonged underwater swimming or 'breath holding', excessive noise, wrestling, fighting, the use of abusive/profane language, and public display of affection.

2. The lifeguards have the right to address any behaviors or activities that may not be listed but are deemed unsafe or unhealthy in any manner.

### **Aquatic Inclement Weather & Lightning Policy**

For your safety, the indoor Aquatic Center may be closed and evacuated for periods of time due to severe weather situations. This includes an electrical storm that is within six miles of the facility. Aquatic programming (swim lessons, water fitness, etc.) cancelled due to severe weather will be rescheduled accordingly.

### **Aquatic Center Groups and Parties**

1. Chaperones must accompany all members of their group in the locker rooms and Aquatic Center at all times.
2. It is the chaperones responsibility to supervise all guests in your party/group. We recommend that responsible adult(s) 16 years of age or older, accompany the party/group in the water.

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### **Locker Rooms**

1. Children 3 years of age and older must use gender appropriate locker room or Special Accommodations Locker Room.
2. Children 6 years of age and younger must be accompanied by another responsible patron, at least 14 years of age.
3. Camera usage is not permitted in the locker rooms.
4. All guests must be dried off and clothed before leaving the locker area.
5. Please report any suspicious behavior to a staff member.
6. Locks must be removed from non-rented lockers prior to facility closing each day. VRC staff will cut off all remaining locks and place the contents in the lost and found.
7. We recommend that you do not bring valuables into the VRC. Locking valuables in a locker will increase safekeeping.

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### **Child Care**

1. The Child Care Waiver must be completed and on file for the current calendar year before a child is permitted in the child care areas.
2. Parents/guardians are required to properly sign their child in and out of the child care areas. A photo ID may be required when signing out a child.
3. Children are not permitted to be signed out with another person unless authorized by the parent/guardian.
4. Parents/guardians must remain within the VRC facility or the Sports Complex at all times while their child is visiting child care. If the parent/guardian is at the Sports Complex, a valid cell phone number must be given to the Child Care Attendant

5. The Child Care fee must be paid at the Front Desk. A receipt is issued upon payment and must be presented to the Child Care Attendant upon check-in.
6. Child Care services are available for a maximum of 3 hours per child.
7. Drinks must be in a spill-proof plastic bottle or cup with lid.
8. Non-messy finger foods are permitted. Chewing gum and/or candy is not permitted.

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9. If your child has any of the following symptoms, please do not bring them into the child care areas: runny nose with colored discharge, fever, rash, eye drainage, lice or diarrhea or vomiting in the last 24 hours. If the VRC staff determines a child is sick, a staff member will make contact with the parent/guardian to remove child from the child care area.
10. VRC staff does not administer any medications.
11. If a child is hurt or injured, staff will notify the parent/guardian who checked the child in. An Incident Report will be completed by staff. A parent/guardian signature is required.
12. Fighting, horseplay, and unsafe behavior are strictly prohibited.
13. If a child cries continuously for more than twenty minutes, a staff member will notify the parent. The Child Care Attendant may request the child leave the child care area.

#### **Child Care - Disciplinary Procedure**

1. Verbal warning by the Child Care Attendant will be issued.
2. Based on individual situations, a “time out” area may be used by the Child Care Attendant.
3. If the first two levels of discipline are not effective, staff will complete a behavior report and/or notify parent/guardian to remove child from the child care area.
4. If three behavior reports are written within a six-month period, the child is not permitted in the child care area for the remainder of the calendar year.

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#### **Child Care - Luther’s Jungle Rules**

Capacity = 50

1. Luther’s Jungle is open to children ages 4-9 years of age.
2. Socks must be worn at all times while in Luther’s Jungle.

#### **Child Care - Ricky’s Tiny Tikes**

Capacity = 25

1. Ricky’s is open to children ages six months to four years old.
2. VRC Staff does not change diapers. The parent/guardian will be notified if a diaper change is necessary.
3. Socks must be worn at all times while in Ricky’s Tiny Tikes.
4. If your child does not walk, they may be kept in a playpen or excersaucer. If a staff member is available, they will hold the child or play with them on the floor.

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#### **Gymnasium**

1. No vulgar language or profanity.
2. No fighting or spitting.
3. Shirts & Shoes required - shoes that mark the floor are prohibited.
4. No full court - except at designated times.

5. No dunking or hanging on the rims or nets.
6. No food or drinks in the gymnasium. Water/sports drinks permitted.
7. Throw away your trash.
8. Respecting the facility, equipment and others is a must.
9. Only Vandalia Residents, VRC Members and VRC member's guests are permitted during times of Limited Open Gym. See Gymnasium Schedule for more information.

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### **Climbing Wall**

1. All climbers must be 6 years or older. A yearly Release and Liability Waiver must be completed by all climbers. Climbers 17 years and under must have a parent/guardian signature.
2. All climbers must wear closed toe shoes.
3. The VRC provides harnesses and belayers during our climbing wall hours and rentals.
4. Any patron who wants to belay at the VRC must complete a training course provided by VRC staff. Contact the Fitness Supervisor for information on the training course.

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### **Bouldering**

1. Bouldering is permitted during closed Climbing Wall hours.
2. Anyone bouldering must be 6 years or older.
  - Those 6 to 8 years of age must be actively supervised by a parent/guardian while bouldering.
3. Bouldering is included in a VRC membership and daily admission fees.
4. When bouldering, no person's feet shall go more than 3 feet off the base of the wall.
5. Boulder at your own risk; there is no Climbing Wall Attendant on duty during closed Climbing Wall hours.

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### **Fitness Center**

#### **Includes Fitness Floor and Upstairs Fitness Area**

1. Respect fellow patrons, staff, equipment and facility.
2. Safe and proper work-out attire is required (i.e. shirt, shorts/pants, closed-toe shoes).
3. Use provided cleaning materials to wipe down equipment after each use.
4. Keep trip hazards such as bags and personal items off the floor.
5. Do not remove heavy weights, benches or large equipment. Heavy weights, benches and large equipment are not permitted on the surface around the Climbing Wall.
6. Full body, explosive lifts are not permitted. Lifts not permitted include: Cleans, Jerks and Snatches. Deadlifts are permitted if weights are not dropped on the floor.
7. Always lift in a safe manner and use a spotter when appropriate.
8. Collars must be used on weight bars.
9. In case of equipment malfunction, please notify staff on duty.
10. Re-rack weight plates and dumbbells; return all equipment to proper location after use.
11. Avoid banging/dropping weights and dumbbells.
12. Food is prohibited; drinks must be in closed containers.
13. Any other guidelines deemed necessary for the safety and comfort of the patron will be enforced.

**Age Requirements:**

Youth ages 11-13 may utilize the Fitness Floor and Upstairs Fitness Area Friday, Saturday and Sunday only and must be actively supervised by a parent/guardian. A Youth Fitness Waiver must be signed by parent/guardian.

Youth ages 14-17 may utilize the Fitness Floor and Upstairs Fitness Area during facility operating hours. A Youth Fitness Waiver must be signed by parent/guardian.

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**Track**

1. Be courteous to others.
2. Obey the posted lane directional guidelines.
3. Use proper lanes designated for walking or running.
4. Pass with caution.
5. Enter and exit the track carefully.
6. Avoid sudden stops and being stationary.
7. Closed-toe shoes are required. No spikes permitted.
8. Skates, rollerblades, skateboards and strollers are prohibited.
9. Food is prohibited; drinks must be in closed containers.
10. Do not utilize equipment that may obstruct another lane or could injure others.
11. Any other guidelines deemed necessary for the safety and comfort of the patron will be enforced.

The Track can be utilized by users of any age with the following guidelines:

- Youth ages 13 and under must be actively supervised by an adult at all times while utilizing the track.
- Youth ages 17 and under may utilize track but are not permitted to use equipment.

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**Group Fitness Classes**

1. Group Fitness class participants must be 15 years or older.
2. The Fitness Studio doors must be closed during all Group Fitness classes.
3. All equipment must be properly stored at the end of each class. Lights and fans must be turned off.
4. Participation is on a first come-first serve basis.
5. Group Fitness classes must have two patrons present in order for a class to be held.
6. Participants receive a numbered ticket upon check-in at the Front Desk; this ticket must be presented upon entry into the class. Tickets will not be issued more than 2 hours prior to the class start time, with the exception of Annual Unlimited Pass holder.
7. Participants who do not have a membership to the VRC are not permitted to enter the facility until 15 minutes prior to the start time of the fitness class.
8. Safe and proper workout attire is required.
  - Land classes: Shirt and shorts/pants required. Proper footwear required for certain classes. See instructor for options. Shoes that mark the floor are prohibited.

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- Water classes: All participants must wear acceptable swim attire which includes traditional swim trunks, board shorts, one or two-piece swim suit, rash guards and wet suits. Water shoes are permitted.
9. Water fitness classes:
- Patrons are only permitted in the water when lifeguards are on duty.
  - Participants must remain in the lap lane area unless an additional guard is posted or the participant is exiting the pool.
  - Use of the Vortex and area between both sets of middle stairs is limited to 15 minutes prior to the class start time and 15 minutes after the conclusion of class. At this time an additional Lifeguard will be posted.

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### **Fair Share Policy**

The City of Vandalia recognizes the significant contribution that its residents make to the financing and operation of the Parks and Recreation Department through City property and Income taxes. These taxes are paid whether or not individuals participate in department programming or use our facilities. The fair share concept is intended to distribute to non-residents an equalized fee so that contribution to the overall financing of our department is on an equitable basis with our residents. The majority of our programs and services have an established fee for Vandalia residents and another for non-residents, as set forth by Vandalia City Council. The Vandalia Parks and Recreation Department reserves the right to remove anyone who falsifies information regarding their residency from our programs.

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### **Winter Weather Policy**

During inclement weather the Recreation Center and its programs/classes will maintain normal operating hours unless directed otherwise by management and as long as instructors and staff are available. If a decision is made to close the facility, we will post the information on the Vandalia Parks and Recreation's Rainout Line and Facebook page. Although we strive to give early notice of closure, various circumstances could affect our ability to notify the public in a timely manner.

Rainout Line: (937) 552-2200 or <https://rainoutline.com/search/dnis/9375522200>

Facebook: [www.facebook.com/VandaliaRec](http://www.facebook.com/VandaliaRec)

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