



Vandalia Recreation Center Party Rules and Guidelines

- No more than 30 people are permitted in the party room.
- Scheduled room times are strictly adhered to and no special arrangements can be made if you arrive late.
- Upon arrival, check-in with the Party Attendant at the Front Desk. The Attendant will show you to your party room or, if the activity is scheduled first, the Attendant will show you where to store your items until your room time. If your party is participating in the activity first, a representative from your party must stay in the lobby and assist in directing your guests. Special arrangements for late arrivals can be made with the Party Attendant
- 13 wristbands will be provided by the Party Attendant. These wristbands must be worn by the party guests participating in the activity (swimming, indoor playground, climbing wall).
 - If your party exceeds more than 13 activity participants, you can purchase extra wristbands from the Party Attendant. The additional fee per person is \$4.00 for the Aquatic Center, \$2.00 for the Climbing Wall and \$2.00 for Luther's Jungle. Parties are limited to 30 people per party package.
 - **PLEASE NOTE:** For Aquatic Center parties, children **4 years or younger** do not wear one of the 13 wristbands; they will be given a yellow wristband. A responsible participant, 16 years or older, must wear one of the 13 wristbands, be in the water wearing appropriate swim attire and **MUST** stay with arm's reach of the child who is 4 years or younger.
- You are responsible to supply your own cake/ice cream/food, plates/utensil and decorations. We will provide ice for drinks.
 - We have limited refrigerator space. If you need multiple items to stay cold, please bring cooler(s) and ice. Prior arrangements must be made for ice cream cakes.
- While in the party room, guests are not permitted to run back and forth from the party room to the Lobby. All persons must be dressed and wear shoes while in the party room and Lobby. Locker rooms are available to change into swim attire; do not change in the restrooms or party rooms. If your party finishes early in the room, please let the Party Attendant know.
- Pinata's, silly string, and confetti are not permitted.
- The basketball courts are not included in your package unless special arrangements are made in advance. Any special requests must be made to the Coordinator **PRIOR** to the date of your party.

Cancellations and Refunds

- Cancellations must be requested in writing ten days prior to the date of the rental to receive a full refund, minus a \$5.00 administrative fee. If the refund request is made nine to two days prior to the rental date, 20% of the rental fee will be forfeited. If the refund request is made less than two days prior to the rental date, no refund will be issued.
- Transfers to another date may be permitted according to availability and could be subject to a \$5.00 administrative fee.
- Cancellation and/or administrative fees may be waived if written documentation of illness, injury, family emergency, relocation or other reason is submitted and approved by the Recreation Coordinator.
- No cancellation fee will be assessed if VPRD cancels rental due to weather or other extenuating circumstance.

Aquatic Center

- Children 4 years of age and younger must be accompanied in the water, at arm's reach by a responsible and paying individual who is, at minimum, 16 years of age. Each responsible individual may accompany a **MAXIMUM** of 2 children.
- Children 8 years of age and younger must be accompanied by a caregiver (16 years of age or older) in the Aquatic Center.
- For the safety and health of our patrons, appropriate swim attire (swim trunks with liner **AND** drawstring / one or two piece bathing suite is required to utilize the pool. No street clothes (athletic apparel, cut off shorts, etc.) will be permitted.
- T-shirts are prohibited unless specifically designed for aquatic use (i.e. Dry-Fit or wetsuit shirts). Any and all requests for exemptions **MUST** be communicated to the Aquatics Supervisor prior to entry into the Aquatic Center.
- Infants/toddlers must wear swim diapers and/or securely fitted rubber pants.
- Only U.S. Coast Guard (USCG) approved life jackets and floatation devices are permitted.
- Use of specific areas of the facility may be restricted due to aquatic programming.
- Water slide use is limited to those patrons 48 inches or taller.
- Special rules governing the use of the lap pool and water slide will be posted and enforced.

- The vortex must be entered at the opening; no sliding or jumping from the pool deck.
- No running on the pool deck.
- No food or drink, with the exception of water, will be permitted in the Aquatic Center.
- All guests must be completely dried off and clothed before leaving the locker area.
- The Aquatic schedule is available at the VRC or online at www.vandaliaeccenter.com.
- Chaperones must accompany all members of their group in the locker rooms and Aquatic Center at all times.
- 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.
- 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.

Birthday Party Aquatic Center Closure Policy:

In the event that the Aquatic Center is closed due to inclement weather, water contamination, mechanical issues or any other reason beyond our control, all patrons will be asked to evacuate the pool. Closure of the pool could range from 30 minutes to closing for the day dependent on the issue. We will do our best to accommodate your party in other areas of the Rec Center while the pool is closed. We strongly encourage you to have party patrons bring other clothes, including tennis shoes and socks. Depending on the length of time the pool is closed, a partial refund may be processed or Be Our Guest passes to visit another day may be offered.

Aquatic Center Inclement Weather Lightning Policy

For your safety, the 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.

Locker Rooms

- Children 3 years of age and older must use gender appropriate locker room or Special Accommodations Locker Room.
- Children 6 years of age and younger must be accompanied by another responsible patron, at least 14 years of age.
- Personal belongings should not be left in public areas and should be secured in a locker.
- Locks must be removed from lockers prior to facility closing each day. Management will cut off all remaining locks and place the contents of the locker in the facilities lost and found.
- The City of Vandalia, its representatives, agents and successors, are not responsible for the safekeeping of personal property, while using the Vandalia Recreation Center facilities.
- Cameras and camera usage is not permitted in the locker rooms.

Climbing Wall

- If adding this feature to your party package it will be an additional \$2.00 per climber.
- A yearly waiver must be completed by all climbers. Climbers 17 years or younger must have a parent/guardian signature.
- All climbers must be 6 years or older.
- Climbers must wear closed-toe shoes.

Luther's Jungle

- If adding this feature to your party package it will be an additional \$2.00 per child.
- Luther's Jungle is for children 4 to 9 years old.
- Shoes are not permitted on Luther's Jungle unit. Socks MUST be worn by all children while playing.
- All participants MUST have a parent/guardian sign a waiver to play in Luther's.
- Due to the size of Luther's Jungle parents are asked not to sit in Luther's Jungle. There is a Childcare Attendant on duty.

PLEASE INFORM ALL GUESTS OF THESE RULES AND REGULATIONS. IT WILL AVOID ANY DISAPPOINTMENTS OF UNPREPARED GUESTS ON THE DAY OF YOUR CHILD'S PARTY.

The VRC and its staff are not responsible for any items left at the center. If you have any further questions please contact Jennifer Webb, Party Coordinator at 415-2335 or jwebb@vandaliaohio.org