



## FACILITY USE POLICIES

**Definition:** For the purposes of PEFAC policies, the word **Member** is used to describe all users of the facility, including long and short term members, program participants and special event participants such as for rentals and open houses.

### USING PEFAC FACILITIES

PEFAC members enjoy the use of multiple areas of our facility and must adhere to PEFAC's Code of Conduct and policies as well as the terms and conditions set out in member and event contracts. PEFAC's Code of Conduct and policies have been developed to ensure that every member has an opportunity to engage in healthy life-style activities at PEFAC within a safe, respectful and welcoming space.

#### GENERAL POLICIES REGARDING THE USE OF PEFAC

- Use of the facilities is available to all members as defined above.
- All members must check-in at the reception area. Long and short term members must scan their membership card on each visit.
- Members shall follow PEFAC's Code of Conduct.
- PEFAC may limit access to the facility to members who fail to observe the Code of Conduct, our safety guidelines, terms and conditions and/or any relevant policies.
- Members assume their own risk and liability for safety while using the facility.
- Members are required to sign a waiver form before using PEFAC facilities.
- Adherence to PEFAC policies is monitored by our staff.
- PEFAC is not responsible for lost or stolen items. Day use lockers are available for valuables. Please check our Lost and Found for any misplaced personal items.
- Outdoor shoes must be removed in the lobby. Only indoor shoes are permitted in the facility.
- No food or gum is permitted in any work out area, other than during birthday parties when it is permitted in the studio or other supervised areas.
- PEFAC reserves the right to deny any person access to its premises if they appear to be under the influence of alcohol or other drug substances, including marijuana. No alcohol or marijuana, or illegal drug substances are permitted on PEFAC premises.
- All drinks must be in unbreakable containers.
- Appropriate attire must be worn in all facility areas. Appropriate attire includes:
  - Closed-toe footwear, and
  - Shirts or tank tops, and

- Shorts or full work out pants, or
- Bathing suits for the pool
- Gym bags, purses and other personal items must be stored in the locker areas or on hooks in the lounge upstairs. Gym bags, purses and other personal items are not permitted in the activity areas and shall not be placed on the floor in the activity area. Day use lockers are available for valuables and personal items.
- PEFAC is a scent-free facility.
- No smoking or vaping.
- In accordance with the code of conduct, profanity will not be tolerated. Do not use foul or abusive language.

## DETAILED POLICIES BY ACTIVITY AREA

**In addition to the above-noted policies applicable to all spaces, the following specific policies apply to individual activity areas**

### WEIGHT/CARDIO ROOM

#### **General Policies for this Activity Area**

- All equipment shall be cleaned following use by spraying towels and wiping down equipment. Spray and paper towels are provided.
- Members shall not encroach onto the weight/equipment areas while cooling down or stretching.
- Members aged 12-18 years must participate in an orientation or program designed by PEFAC personal trainers prior to using equipment.
- Members under 12 years must be pre-screened and approved by a personal trainer for participation in the orientation program and must participate in said program. If a member under 12 is not supervised by a personal trainer, their parents or guardians must be in the weight/cardio room while they are working out.

#### **Additional Policies when using Weights**

- Equipment shall be used within its intended function.
  - Safety collars/clamps shall always be used to secure weights on bars.
  - All equipment shall be returned to designated storage areas, and plates shall be removed from bars, once sets are completed.
  - Free weights or plated weights shall not be dropped for any reason.
  - Users shall be respectful of others' workouts, their planned sets and time on each machine. Users should plan for time between sets to ensure that everyone has access to the equipment.

## **Additional Policies when using Cardio Equipment**

- The cardio equipment is available on a first come basis.
- TV volume levels must not interfere with other activities in the immediate area.

## **GROUP FITNESS STUDIO**

- Only clean, non-marking, athletic shoes are permitted in the studio.
- Wall mounted fans are designed for air circulation, not cooling. Members are not permitted to adjust the wall fans. If adjustment is required please contact a staff member.
- Equipment shall be returned to appropriate storage spaces following each class.
- Working out against the mirror is dangerous and is not permitted.
- Mats shall be cleaned following use by spraying and wiping down.
- Group fitness studio doors shall be kept closed when not in use.

## **SAUNA**

- In accordance with Ministry of Health Regulations, children under the age of 16 are not permitted in PEFAC saunas, regardless of parental supervision. Children are at significant risk for dehydration in saunas.
- Avoid using the sauna following strenuous exercise.
- Pregnant women, persons with high blood pressure or heart disease should **NOT** use the sauna.
- Water is not permitted on the sauna rocks.
- Personal grooming (e.g. shaving, brushing teeth) is not permitted in the sauna.
- While in the sauna, towels shall be used to sit on.
- Do not leave any belongings unattended to dry or keep warm in the sauna.

## **CYCLE STUDIO**

- Participants must sign up for cycle classes.
- Equipment shall be cleaned following use by spraying towels and wiping down equipment. Spray and paper towels are provided.
- All adjustable handles on cycles shall be released following each use.
- Cycle studio door must be kept closed at all times.

## **POOL**

- No person infected with a communicable disease or having open sores on their body shall enter the pool.
- No person shall bring a glass container or food onto the deck or into the pool.
- No person shall pollute the water in the pool in any manner. Examples include: spitting, spouting of water, or blowing their nose in the pool or on the deck.
- No person shall engage in boisterous play in or about the pool.

- No street shoes are allowed on the pool deck.
- The pool will be closed at the first sign of thunder and/or lightning.
- Each bather must take a shower using warm water and soap before entering or re-entering the pool.
- Bathers under 16 years of age are not allowed in the pool enclosure when there is no lifeguard present, unless accompanied by a parent, or his or her agent who is not less than 16 years of age.
- Bathers under six years of age must be accompanied in the pool enclosure by a parent or his or her agent who is not less than sixteen years of age, including during public swims or any other lifeguarded event.

### **Pool Buoy Line**

- Ontario Pool Regulations (Ontario Pool Regulation Manual #20 (1) subject to subsection (3) in reference to Ontario Regulation 494/17, s.16) specify conditions regarding the pool buoy line.
- The buoy line shall remain in place for lanes 1 – 4 during all operating hours, other than for uses specified by PEFAC.
- PEFAC has designated lanes 5 & 6 as mandatory length swimming lanes unless otherwise specified in our pool schedule. To use lanes 5 & 6, the member must travel in any form from the shallow end to the deep end and vice versa continuously. If a break in activity of longer than 5 minutes is taken, the member should switch to the other side of the pool or exit the pool.
- Any member using the pool and not travelling from the shallow end to the deep end (i.e. swimming lengths) must stay on the side of the pool with the buoy line. There shall be no exceptions.
- The buoy line can only be removed by an authorized staff person or with approval of an authorized staff person.

Failure to follow these regulations regarding the pool buoy line will result in government mandated closure of our pool and/or a significant fine to PEFAC.

### **YOGA AND DANCE STUDIO**

- Yoga equipment is provided. Members should consider bringing their own Yoga mats for personal comfort.
- All equipment shall be returned to the storage boxes and the floor kept free from all materials.
- The heater is to be adjusted by PEFAC staff only.

### **CHILDREN'S AND MARTIAL ARTS ROOM**

- Shoes shall be removed before entering this room. This ensures safe use of equipment and encourages awareness of movement in the area.

### **SQUASH COURTS**

- Eye protection is mandatory for all racquet sport users of the squash courts.
- Only clean, non-marking, athletic shoes are permitted.

## **CHANGE ROOMS**

- All members are encouraged to use the change rooms and storage lockers for personal items.
- Change room lockers are available for day use only. Longer term use lockers are available to rent in the lower hall area. PEFAC reserves the right to remove locks from long term lockers if the locker rental has expired.
- No photography is allowed in the change rooms for privacy reasons.
- Mops are available to help keep the floor dry to avoid slips or falls. Please use them as needed.
- Opposite sex children 4 and over are not permitted in the change rooms at any time; please use the lobby bathroom.
- Transgender or non-binary individuals are welcome to use the change room of their choosing.
- Outdoor footwear shall not be worn into the change rooms. If carried in, it must be clean before being placed on the floor or in the lockers.
- Valuables should not be left in the change rooms. PEFAC is not responsible for lost or stolen items.
- No spitting, tooth brushing, personal grooming is permitted in any showers. As well, no shaving is permitted in the men's showers.