



Title: Fitness Centre Policy	Internal/External
Department: Recreation and Leisure Services	Policy Number: RCS-006
Approval Date: March 3, 2014	Implementation Date: March 4, 2014
Revision Approval Date: January 23, 2024	Revised Implementation Date: January 23, 2024

BACKGROUND

The Town of Paradise works to ensure that recreation services and facilities may be enjoyed by the public in a safe manner. The Fitness Centre at the Paradise Double Ice Complex requires guidelines and conditions of use to operate effectively.

OBJECTIVE/PURPOSE

The purpose of this policy is to outline required conduct and conditions for users of the Paradise Double Ice Complex Fitness Centre. This policy provides guidelines to ensure a safe and positive experience for all Fitness Centre Members.

DEFINITIONS

“Members” are those persons who have paid a drop in or membership fee to utilize the Fitness Center. Members also include Town of Paradise staff who use the Fitness Centre.

POLICY STATEMENT

All Fitness Centre Members / users must understand and comply with the guidelines and conditions outlined in this policy while accessing the Fitness Centre. Failure to follow guidelines may result in a warning, removal from the Fitness Centre and / or revocation of membership without refund. Membership refunds, equipment malfunctions, injuries and lost or stolen items are managed in accordance with this policy.

GUIDELINES

1. General Conduct

- 1.1 Members must follow all guidelines as well as any additional Town posted signage in or outside of the Fitness Centre.
- 1.2 Members are expected to conduct themselves in a manner that is respectful of other Members and staff.
- 1.3 Loitering is not permitted in or around the Fitness Centre. Members or visitors loitering or causing a disturbance in the area outside of the Fitness Centre will be required to leave the premises.
- 1.4 Open food items are not permitted in the Fitness Centre.

1.5 The Town of Paradise is not responsible for any items that are lost or stolen while Members use the Fitness Center. Members are encouraged to keep valuables locked up or on their person.

2. Entry and Access

2.1 Members must scan their access card prior to entering the Fitness Centre. A card must be obtained at the Paradise Double Ice Complex Reception Desk prior to drop-in Fitness Centre use.

2.2 Members are not permitted to allow Fitness Centre access to any non-Members (e.g., sharing of cards, providing access to non-Members).

2.3 The minimum age to use the Fitness Centre is 12, and youth between 12 - 14 are required to meet the requirements outlined in Section 4 prior to Membership purchase.

3. Youth Access and Orientations

3.1 Parents or guardians must sign a waiver at the Paradise Double Ice Complex reception desk before purchase of a Membership for youth ages 12 - 14.

3.2 Youth ages 12 - 14 are also required to complete four half-hour (30 minute) Orientation sessions with a Town Fitness Attendant, covering essential fitness aspects such as stretching, free weights, weight machines, and cardio exercises, prior to use of the Fitness Centre without supervision. Orientation sessions are adaptable and can be catered to individual experience and skill level.

3.3 Orientation sessions are offered at no additional cost and are scheduled at the Paradise Double Ice Complex Reception Desk based on Fitness Centre Attendant availability (i.e., work hours).

4. Fitness Centre and Equipment Use and Etiquette

4.1 Members must wipe down equipment when finished and dispose of wipes and garbage after use.

4.2 Equipment is to be returned to its proper place and electronic equipment is to be turned off following use.

4.3 Members are not to drop weights. Equipment should be placed in a controlled manner during and after use.

4.4 Cardio equipment should be signed out as directed / required. The time limit on machines is 20 minutes if others are waiting to use them.

4.5 Members are asked to be courteous of others if changing the pre-set Fitness Centre television or radio programming. Broadcasting or playing outside media sources from phones or personal players through the shared sound system or is not permitted.

4.6 Headphones should be set to appropriate levels and are encouraged for personal use. The use of mobile devices for personal audio or fitness should not interfere with or disrupt others.

4.7 Photography and/or video recording of other members is not permitted.

5. Fitness Centre Attire

5.1 Proper exercise clothing and footwear is required while using the Fitness Centre.

This includes athletic shoes that cover the entire foot (i.e., no boots, dress shoes, sandals, or bare feet) and appropriate fitness attire (e.g., tee-shirts, tank tops, shorts) that is not offensive in nature.

5.2 Jeans and other clothing or accessories that may damage equipment upholstery is not permitted while using the Fitness Centre.

6. Refunds

6.1 Membership refunds are only issued for medical reasons that are supported by an accompanying doctor’s note indicating an individual is unable to utilize the Fitness Centre. Refunds may be granted as otherwise considered appropriate by Management / the Town.

6.2 If a refund is not provided, an extension to a current Membership may be approved.

7. Equipment Malfunctions and Personal Injuries

7.1 Members shall report all equipment malfunctions, personal injuries, and other concerns to staff immediately after an incident occurs.

7.2 Once an incident is brought to the attention of staff, they complete an incident report and ensure it is sent to the Recreation Coordinator and Safety and Training Coordinator for assessment and other staff as required. Staff work to mitigate issues and the potential issues once a concern or incident is reported.

8. Emergency Operations

8.1 All provincial public health guidelines must be always followed by Members while using and accessing the Fitness Centre.

8.2 The Town may establish specific policies, procedures, or precautionary measures at any time in response to public health concerns or other emergency situations. Measures may include, but are not limited to, capacity limits, timeslot / booking requirements, social distancing practices, face mask mandates, directional movement indicators, and unplanned closures of the Fitness Centre.

8.3 Any emergency requirements and precautions are posted outside of the Fitness Centre and corresponding information shall be available at the Reception Desk of the Paradise Double Ice Complex.

REVISION HISTORY

Policy Adopted	March 7, 2006
Policy Revision 1 Approval	March 1, 2022
Policy Revision 2 Approval	January 23, 2024
Motion Number	M24-039

REVIEW OF POLICY

This policy is subject to review following new knowledge or experience.

APPROVAL

Chief Administrative Officer: _____

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