

**NORMANDY SWIM AND TENNIS CLUB, INC.**  
**RULES AND REGULATIONS**

The following rules and regulations are for the protection and benefit of all members. These rules have been established to assure a safe and sanitary operation of the Club facilities. Parents, guardians and child care providers are requested to instruct their children to observe all rules and obey instructions of the Club Manager and employees. The Club Manager is authorized to enforce these rules. Members unduly violating these rules will be subject to appropriate disciplinary action by the Club Manager and/ or the Board of Trustees.

**I. HOURS OF OPERATION**

- Adult swim will be called each hour for 15 minutes between 1:00 p.m and 6:00 p.m. Adult swim after 6:00 p.m. is at the discretion of the Club Manager. Adults 18 years and older will be permitted in the pool at this time. An adult may take one child (age 3 and under) into the pool during adult swim provided the child is toilet trained or in a swim diaper.
- The pool will close at approximately 3:00 p.m. for all home swim meets.
- Swimming and Diving Team practices and lessons will be conducted Monday – Friday prior to or during regular pool hours. The Club Manger may reserve an area of the pool for instruction or practice during operating hours if necessary.
- Opening and closing dates and times for the pool will be determined by the Board of Trustees.
- Both pools may be closed for maintenance, health conditions or adverse weather conditions or for any other reason deemed necessary by the Club Manager. Advance notification will be given to all members whenever possible.

**II. REGISTRATION**

- A. All members must be signed in and verified at the front gate upon arrival at the Club.
- B. All guests must be accompanied and registered by the sponsoring member before entering the Club. A notification shall be made of the guest fee paid. Failure to register and pay guest fees before using the facility will result in suspension for the day. Guests must leave the Club grounds when their sponsor leaves.
- C. Observer guests will not be charged a guest fee, but must register at the gate.
- D. All other guest situations must be presented in writing to the Board for review and approval.

### **III. GUEST PRIVILEGES**

- A. Each family is permitted to bring guests with them to the pool during any day of the season with the exception of "Membership Appreciation Days".
- B. Out-of-town guests of a Member may use the Club for a maximum period of three weeks in a given year, upon payment of proper guest fees.
- C. Conduct of the guest is the direct responsibility of the sponsoring Member.
- D. The Board requests that all members keep in mind the intent of guest privileges is to allow members to share the Club occasionally with family or friends that are not members. Guest privileges do not replace membership and no member should host the same local more than 6 times during the same season. Guest privileges will be revoked for abuse of this policy.
- E. Guest Fees are as follows:
  - o \$5.00 individual/\$12.00 family
  - o After 6:00 pm, guest fees are \$2.00 an individual and \$6.00 per family.
  - o Children 2 and under are free
  - o Weekly fee for out-of town guests: \$15.00 individual/\$35.00 family.
  - o Inclement weather rain checks will be issued at the Club Manager's discretion.

### **IV. CHILD CARE PROVIDERS AND BABY SITTERS**

- A. A non-member baby sitter must be registered at the gate. The daily fee for a baby sitter or childcare provider is \$1.00 per day or they may purchase a summer nanny pass for \$30. There is no limit on how many times a baby sitter or childcare provider may accompany members' children to the pool.
- B. Full time adult child care providers that have children of their own are permitted to use the Club facilities when they are accompanied by the members' children. The daily fee for the child care provider is \$1.00 and the daily fee for each of the child care providers' children is \$4.00. The childcare provider's children may come to the pool a maximum of 3 times per month. Baby sitters must be at least 13 years of age.
- C. Any other special consideration for child care providers or baby sitters must be submitted in writing to the Board for review and approval.

### **V. RULES OF CONDUCT**

- A. Members shall drive slowly and with caution, in the direction indicated by the arrows where applicable, on designated driveways and parking areas.
- B. Pedestrian and children on bicycles shall have the right of way at all times within the confines of the Club grounds.
- C. Accidents of any nature shall be reported immediately to the Club Manager.
- D. All motorized vehicles shall be confined to designated driveways and parking areas.
- E. No swimming shall be permitted, except during designated open hours of the pool when a lifeguard is on duty.
- F. All members and guests shall give full consideration and regard to the rights and privileges of others.
- G. Adult members and their adult guests may bring in and consume alcoholic beverages on Club property. Members are encouraged to keep in mind the family atmosphere that the Club is responsible to maintain. The Board grants

the Manager on Duty the authority to ask a member or their guest to discontinue alcohol consumption at any time in order to maintain a safe, family atmosphere. At no time are glass bottles or containers permitted on Club property.

- H. Smoking is not permitted in the pool areas or the tennis courts.
- I. Members hosting parties at the pool are responsible for their guests.

## **VI. PARTY GUIDELINES**

- A. On the weekend (Friday Night, Saturday & Sunday) only one party at a time which can reserve the shelter and a limit of 30 guests. (no parties on deck)
- B. During the week parties can be held on the deck and under the shelter but the combined total of guests cannot exceed 50.
- C. There will be a \$25 fee to reserve the shelter or deck. The shelter can only be reserved for 4 hours at a time.
- D. If the party guests are children there must be one adult per 5 children.
- E. On the 4th of July no one can reserve the shelter or deck and each member is limited to 2 guests.

## **VII. HEALTH AND SAFETY**

- A. Admission to the pool may be refused to anyone with colds, coughs, inflamed eyes, skin eruptions, infections or any malady of a contagious nature.
- B. Glass containers are not permitted within the swimming pool area.
- C. Unsafe disturbances such as running, pushing, and wrestling will not be permitted in the pool area.
- D. The use of air-inflated tubes, rafts, goggles, masks, flippers, Nerf and beach balls may be permitted in the pools. Should the use of these devices pose a threat to safety, the Club Manager or the guard on duty may discontinue their use at his/her discretion.
- E. Water wings, life jackets and inflated tubes are permitted in the pool under the supervision of a Parent, Guardian or Child Care Provider who must be at the pool edge or in the water with the child.
- F. Children less than 10 years of age shall not be permitted outside the shallow end of the larger pool until they can swim 2 widths of the pool and are able to tread water for 2 minutes unassisted.
- G. Non-toilet trained children must have swim diapers on when using the large pool or the baby pool.
- H. A Parent, Guardian or Child Care Provider must accompany children 12 years of age and under to the Club. This person is responsible for the behavior and safety of the child or children. Lifeguards and other Club employees are not baby sitters. Ultimate responsibility rests with the Parent, Guardian or Child Care Provider.

- I. Use of the baby pool is restricted to children 6 years of age and under. Children must be accompanied by an Adult into the baby pool area. Lifeguards do not supervise or guard the baby pool area.
- J. No metal or rigid plastic toys shall be allowed in the baby pool or larger pool.
- K. All injuries that occur on Club grounds must be reported immediately to the Club Manager for administration of first aid.
- L. To use the Diving Board, a member and/or guest must be able to swim the width of the diving well unassisted.
- M. All commonly recognized rules of sanitation shall be observed.
- N. Party areas, play areas in the grass and climbing areas are not watched by pool management or guards/staff. It is the responsibility of pool members and/or designated adults to watch over and control their children and guests in these areas.

#### VIII. **GROUNDS**

- A. Fires are permitted in grills only and shall not be left unattended. Fires shall be extinguished after use.
- B. Paper, garbage, plastic bottles, cans and all refuse must be placed in containers provided.
- C. Damaged Club property, including but not limited to trees, shrubs, fences, tables, chairs or structures will not be tolerated.
- D. Parents, Guardians and Child Care Providers are responsible for the conduct and safety of their child or children on Club grounds.
- E. Pets are not permitted on pool grounds.

#### IX. **TENNIS**

- A. The courts will be operated under the direction of the Board of Trustees, the Tennis Pro and the Club Manager. The courts belong to all members of the Club, and all misuse of them should be reported to the Club Manager.
- B. Only flat, smooth-soled shoes are permitted on the courts. Street shoes are not permitted on the courts. Appropriate tennis apparel is required.
- C. When there are members waiting to play, the members playing must relinquish the court after one hour of play.
- D. When the courts are in use, members waiting will be entitled to play on a first-come, first-serve basis. Members cannot reserve courts.
- E. When the time allotted for a group of players is over, the entire group must leave the courts and take their turn behind others who are waiting. Members cannot hold onto one court and continue to play by rotating one or more of the players presently holding a court.
- F. Guests for tennis are subject to the same regulations and fees as guests for the pool. Members must register their guest before using the courts. One guest fee qualifies for both tennis and pool privileges.
- G. Courtesy should prevail at all times. Please return stray balls on your court to the proper court. Do not walk behind players while they are playing a point. Wait for the current point to be finished, then quickly cross the court at the back. Non-tennis activities and abusive language will not be permitted. For the courtesy of the other players and safety of children, please no strollers, playpens, or riding toys are allowed on the courts.

- H. No food or glass containers are permitted on the courts.
- I. Court lights can be turned on by members. The lights are on a timer and will remain on for approximately 1 hour and 15 minutes.
- J. Tennis lessons may be conducted Monday – Friday prior to or during regular Club hours. The Tennis Pro may reserve courts for instruction or practice if necessary. These times will be posted when possible. Lessons are available to non-members at a “non-member” rate which is determined by the Tennis Pro and the Board of Trustees.

#### **X. GENERAL**

- A. The Board of Trustees request that no member reprimand an employee. All complaints regarding service should be reported to the Pool Manager on duty first. If unsatisfied with the response, please submit your complaint to the Board of Trustees in writing or in person at a board meeting. Unsigned complaints will not be considered, as the Board wants to gain an understanding of the complaint and remedy desired and needs to have the ability to follow up with unsatisfied members.
- B. Property damage will be charged to the responsible member.
- C. Employees of the Club are bound to the forgoing rules and regulations.
- D. Board members are adult volunteers who desire to keep the Club operating for all members. All adult members are encouraged to participate as a Board member to more fully understand and participate in Club operations.

#### **XI. PERSONAL PROPERTY**

- A. Normandy Swim and Tennis Club, Inc. is not responsible for any member’s or guest’s equipment, personal property or any injury that occurs to a member or guest while at the Club.

Revised: 6/2014