

## **Fitness Center Policies and Procedures**

### **Access to Fitness Center and College ID**

A valid SUNY Adirondack ID with current sticker is required to gain access into the Fitness Center, NO EXCEPTIONS. Students must present a valid SUNY Adirondack ID card each time they enter the facility. No other form of ID is acceptable. All other eligible participants must present a current membership card, as well as their SUNY Adirondack ID Card. If you have lost your college ID, please visit the (Student Activities Office in the Student Center) to replace your lost ID. Use of another person's ID to gain access to the Fitness Center will result in immediate suspension of membership of both parties.

### **Fitness Center Attire**

Proper athletic attire must be worn while using the fitness center. Sneakers, socks, athletic pants/shorts, and t-shirts are considered appropriate attire. **Bare feet or sandals are NOT permitted.** During winter months and rainy days, **please bring a dry pair of shoes.** The facility attendant on duty may deny access to Fitness Center if you do not have a dry pair of shoes.

### **Group Exercise Session Cancellations**

The Fitness Center offers as many group exercise sessions as possible with a limited number of qualified facilitators. There will be times when a group exercise facilitator may not be able to lead a session given personal, academic or medical reasons. At these times, the facilitator will make every attempt to find another facilitator to serve as a substitute for that session. There may be times when you attend a session with a substitute facilitator. At other times, however, a facilitator may not be able to find a substitute and the session will be canceled. Please understand that the Fitness Center is often operated by student staff and cancellations are unavoidable given the limited number of qualified facilitators available to the Fitness Center. In cases of cancellation, signs or notices on the sign-in sheet will be posted in advance of the session. Please feel free to call the Fitness Center the day of a session to check on availability.

### **Food and Beverages**

Other than water bottles, food and beverages are not allowed in the centers. It should also be noted that a water fountain is located in the facility if you do not choose to bring water with you to the center.

### **Tobacco Free Policy**

The use of tobacco products in the fitness center is prohibited. Participants who use tobacco products in the fitness center will lose their privilege of using the facility. As of September 3, 2014 the SUNY Adirondack campus is a tobacco free campus. Any use of tobacco products on the campus property is prohibited. SUNY Adirondack has gone tobacco free out of respect for the health of self and others in addition to creating a clean, healthy, and safe environment for our campus. Courtesy for other members, staff and the equipment in the Fitness Center is expected and required as part of the tobacco free policy and the fitness center policies and procedures. Please visit <http://www.sunyacc.edu/studentlife/tobaccofree> for more information on the tobacco free policy.

### **Equipment Sign-Out**

A limited number of additional exercise/weight equipment is available for use within the fitness center. You may sign this equipment out at the front desk by leaving your I.D. card. The equipment must be returned to the desk before leaving the fitness center at which point the facility attendant will return your I.D. card.

### **Fire Alarms**

Whenever a fire alarm is sounded, immediate evacuation of the building is the appropriate response. If there is a fire alarm while you are using the facilities, you must immediately leave the center through the first floor main doors and exit the residence hall and remain outside until it has been announced that it is safe to reenter.

### **Emergency Exit**

The second floor doors are only to be used as an **emergency** exit. Use the first floor doors to gain access to the fitness center. Do not open the second floor doors to anyone. Allowing anyone access to the second floor doors will result in immediate suspension of membership.

### **Health and Safety**

If you have the flu, a cold, or any other contagious illness, please do not train in the facility. Using the Fitness Center with a contagious illness puts you and all other members at risk. Illness causes an individual's system to become weaker and the likelihood for injury increases significantly when training under these conditions. Furthermore, given the nature of physical training, the transmission of

contagious diseases occurs quite readily. Disinfectant wipes are available in the fitness center for cleaning perspiration from the pads and benches. Please be courteous of fellow Fitness Center members and use the supplies provided in the areas that you use.

### **Injuries**

Any member who incurs an injury or becomes dizzy/ill while using the centers should immediately contact a Fitness Center staff person for assistance. A first aid kit is kept at the front desk for minor injuries. In cases requiring more extensive first aid, fitness center staff will contact the appropriate persons for assistance. It is important that fitness center staff be notified of any cases of injury or illness so that proper procedures can be initiated.

### **Lost and Found**

Articles lost in the facility are kept behind the front desk as you enter the center. The facility is not responsible for any lost or stolen articles or for any items left at the front desk while you are training.

### **Cardiovascular Equipment Usage Procedures**

Cardio equipment is on a first come, first serve basis. We ask that you please limit use to 30 minutes, while people are waiting. Our facility attendants can assist you if you have any questions or concerns. Please wipe down cardio equipment after use.

### **Weight Lifting Policies**

1. For the courtesy of all Fitness Center members and for safety reasons, all **lifters MUST re-rack their own dumbbells and weight plates after they have finished using them.** Searching for sets of weights needed for your weight lifting program can be extremely annoying and this is easily avoided when all lifters re-rack their own weights. *Furthermore, having weights spread throughout the center poses obvious hazards.* **Continued failure to abide by this Fitness Center policy may lead to the suspension or termination of your membership.**
2. Please do not slam or drop the weights.
3. All lifters MUST use a spotter for safety reasons.

### **Open Recreation in the Gymnasium**

Open recreation is the unstructured, voluntary use of the recreation facilities. The staff in the Fitness Center realizes the importance of this avenue of recreation and we make every effort to provide our students and faculty/staff with these recreational opportunities. Due to the increase in the Wellness Fee, the recreation facilities are continuously becoming more available to the campus community. We encourage all students and faculty/staff to take advantage.

A valid SUNY Adirondack ID with current wellness sticker is required to gain access into open recreation, NO EXCEPTIONS. Students must present a valid SUNY Adirondack ID card each time they enter the gymnasium for open recreation. All SUNY Adirondack Code of Conduct, Office of Residence Life Handbook and Fitness Center Policies and Procedures apply to Open Recreation. The Fitness Center staff is responsible for enforcement of college policies and fitness center policies and procedures.

Participants must respect the authority of the fitness staff and respond to their directions accordingly.

Courtesy for other members, staff and the equipment in the Gymnasium is expected and required.

Failure to comply with college policies, Fitness Center policies and procedures in addition to Open Rec Policies and Procedures may result in immediate eviction from the gymnasium, revocation of fitness center and open recreation membership without refund, and disciplinary action. By entering the SUNY Adirondack Gymnasium, you are entering at your own risk and agreed to abide by these policies and procedures, any participants failure to adhere to these policies and procedures will lose their privilege of using the facilities.

### **Membership Revocations and Suspensions**

All SUNY Adirondack and Residence Life/Housing policies and procedures apply to the Fitness Center.

The Fitness Center staff is responsible for enforcement of college policies and fitness center policies and procedures. Participants must respect the authority of the fitness staff and respond to their directions accordingly. Courtesy for other members, staff and the equipment in the Fitness Center is expected and required.

Loud, boisterous or abusive behavior will not be tolerated. Failure to comply with college policies and Fitness Center guidelines may result in immediate eviction from the centers, revocation of membership without refund, and disciplinary action. By entering the SUNY Adirondack Fitness Center, you are entering at your own risk and agreed to abide by these policies and procedures any participants failure to adhere to the fitness center policies and procedures will lose their privilege of using the facilities. The fitness center policies and procedures can be found at

<http://www.sunyacc.edu/studentlife/fitnesscenter>.

### **Replacement, Damage and Theft**

Participants are subject to replacement charges for damaged equipment as a result of their reckless or negligent behavior. Participants who remove any fitness center equipment or property from the facility will lose privilege of using the facility, may be charged for replacement of the equipment or property and be subject to disciplinary action.

### **Unauthorized Access**

Any person who enters the fitness center during unstaffed hours will lose their privilege of using the facility, and be subject to disciplinary action.

### **Inclement Weather**

During times of inclement weather and college class cancellations, the Fitness Centers **will make every effort to remain open**. There may be times, however, that a staff member is unable to make a shift due to weather conditions (especially in the early morning) and the Fitness Center will be closed. Please feel free to call the Fitness Center during these times to check on their status.

### **Music**

Fitness Center Staff will do their best to accommodate participant's music requests. If you wish for a different station or genre to be played, please ask the fitness center staff. Fitness Center participants are not authorized to enter behind the front staff desk for any reason, only fitness center staff is permitted behind the fitness center desk.

**By entering the SUNY Adirondack Fitness Center, you are entering at your own risk and agreed to abide by the policies and procedures set forth by the Fitness Center Supervisor, the SUNY Adirondack Code of Conduct and Office of Residence Life Handbook. Any participants' failure to adhere to the fitness center policies and procedures, SUNY Adirondack Code of Conduct and Office of Residence Life Handbook will lose their privilege of using the facilities and may be subject to disciplinary action. The fitness center policies and procedures can be found at <http://www.sunyacc.edu/studentlife/fitnesscenter>**

We offer a special thanks to SUNY Oswego and SUNY Cortland for the language from which these policies and procedures were adopted.