

Facility Policies

The City of Macedonia is dedicated to providing safe facilities and equipment for all participants, as well as qualified staff. Every effort is made to ensure the safety of the participants and to provide them with first-class recreational activities, facilities and parks. Participants must recognize that all programs of a physical nature involve some risk and by registering for a program of this nature, there is an assumption of risk by the participant. In the event of a serious accident or illness, it is the policy of the City to contact the Macedonia Fire Department to perform first aid and, when necessary, recommend transport of the victim to a hospital; and reach the parent or guardian as soon as the situation allows.

Use of the facilities by families and citizens of all ages is strongly encouraged. The following rules and policies have been established to help operate and maintain the Macedonia Family Recreation Center. Please feel free to bring comments or your suggestions to the attention of any staff member, or simply use our suggestion box conveniently located at the front desk.

1. Follow Rec. Center Staff instructions at all times.
2. Everyone must check in at the front desk.
3. Current membership, daily pass, or enrollment in a program is required to gain access to the Macedonia Family Recreation Center. Misuse of membership privileges can result in immediate suspension of membership with no refund.
4. The Macedonia Family Recreation Center is a tobacco-free and alcohol free facility.
5. No pets allowed except those assisting a person with a disability or if a special program (i.e. obedience class, dog show) is scheduled.
6. Monday through Thursday, during the school year the Macedonia Family Recreation Center will not be open to those under the age of 15 years after 8 p.m. unless enrolled in a program activity or accompanied by a parent or adult (18 years or older).
7. Children 9 years of age and younger must have a paying adult/parent in the building at all times. Children 6 years of age and younger must be accompanied by an adult at all times throughout the building. Children in strollers cannot be left unattended and must be within arm's reach of a responsible adult at all times.
8. Pay phones are available for the convenience of the patrons.
9. Vandalism and defacing of property will not be tolerated. Vandals will be prosecuted.
10. Loitering or use of profanity in the facility or outside the building will not be tolerated.
11. Proper attire will be required when using the building. Members and guests are asked to keep in mind that the facility is a family oriented public facility.
12. Outside of the pool area, swimsuits must be covered with top and bottoms. Shoes must be worn.
13. The staff at the Macedonia Family Recreation Center will collect and hold lost and found items for a two-week period. After that time items will be donated to a charitable organization.
14. The use of the sauna, steam room and spa is restricted to those 15 years or older.
15. The track will have designated "Family Track Hours," when children 12 and under may be on the track with an adult. At all other times it is restricted to those 13 years and older.
16. Public display of amorous affection is not permitted and will not be tolerated.
17. Eating and drinking permitted in designated areas only.
18. No spitting, chewing tobacco, or gum is permitted.
19. Each area has individual policies for your safety and enjoyment, please follow these policies.
20. The following activities are not permitted and will result in suspension, expulsion or termination of membership: Fighting, Stealing, Property Damage/Vandalism, Loitering (inside or outside of facility), Disorderly Conduct, Horseplay, Littering, & Verbal Abuse of Staff and/or Patrons.
21. We recommend that any individual involved in strenuous activity carry appropriate identification in case of any emergency.
22. Hair dye or hair color products are not permitted in restrooms or the locker rooms.
23. The Macedonia Family Recreation Center staff reserves the right to add, amend or delete rules as necessary.

Fitness Center Guidelines

1. New patrons should request a fitness orientation during the posted hours to acquaint themselves with the proper use of the equipment.
2. Fitness center users must be a minimum of 15 years old to be on the floor. 12 - 14 year olds can workout on equipment if they have received their certification card from taking a Teen Training or a Personal Training session. 12 & 13 year olds must have an adult present at all times. Your certification card must be with you at all times or you cannot use the equipment.
3. Please clean equipment after use.
4. Water bottles only will be permitted in this area. No other beverage or food please.
5. Please do not bang or slam the weights.
6. Be courteous to others who are waiting. Do not rest on equipment.
7. The buddy system of training is highly recommended.
8. Spotters will be required when working with free weights.
9. Appropriate attire is required at all times.
10. Lockers must be used for storage of gym bags and personal items.
11. During peak hours there may be time restrictions on the cardiovascular equipment.
12. Do not operate any equipment with damaged or loose parts. Notify staff if problems exist.
13. Clean non-marking athletic footwear required.
14. During wet weather please bring an additional pair of dry, clean shoes.
15. If you need help, please see the fitness attendant for assistance (evenings after 5pm or on weekends).

Facility Policies

Natatorium Guidelines

The Natatorium will have posted hours of operation for each pool. Check at the front desk monthly for the current schedule.

1. Follow the Lifeguard's instructions at all times.
2. Children 6 years and younger must be accompanied by an adult who must be present in the pool area.
3. Children 4 years and younger must have an adult in the water with them at all times.
4. Everyone must shower before entering the pool, whirlpool, sauna, or steam room.
5. The use of the sauna, steam room, and spa is restricted to those 15 years or older.
6. The following floatation devices are permitted in the lap and activity pool: noodles, baby seat floaters, water wings and coast guard approved jackets. Any child using a floatation device must have an adult in the water with them at all times. If the pool is at the maximum limit the pool staff may require patrons to remove all floatation devices.
7. Food, gum, and drinks are prohibited in the pool area.
8. Water diapers are to be worn by anyone who is not toilet trained.
9. Swimsuits are required-No cut offs or jean shorts permitted. Exceptions may apply.
10. Persons with infectious conditions such as colds, open sores or eye infections are not permitted in the pool.
11. No running on pool deck or vending area.
12. Circle swimming will be expected during times of heavy lap lane use.
13. The starting blocks are only for swim team and swim lesson use during organized practice, lessons, and swim meets.
14. No glass containers will be permitted on the pool deck.
15. We ask that you please do not wear street shoes into the pool area.
16. One person at a time on the board.
17. Wait for the person ahead of you to reach the ladder or wall before approaching the board.
18. Jump straight in front of the board, not off to the side.
19. Only forward jumps, dives, and flips are permitted.
20. Pool will close 15 minutes before the building closes. Please plan to be out of the building by closing time.
21. Please report all accident, incidents & problems to the Aquatic Staff.
22. Swim test may be required before swimming.
23. Any person having a fecal or vomit accident will be asked to leave the Natatorium for the remainder of the day.
24. The Parks & Recreation Department reserves the right to close facilities or pools in the Natatorium under any circumstance.

Steam Room & Sauna Guidelines

The Steam Room and Sauna will have posted hours of operation each month. Check at the front desk monthly for the current schedule.

1. Must be 15 years or older to use steam room or sauna.
2. Observe reasonable time limits (10 – 15 minutes) long exposure may result in illness or fainting.
3. Everyone must shower before using.

4. Pregnant women, elderly persons, and persons suffering from; heart disease, diabetes, high or low blood pressure should not use the steam room/sauna with out first consulting a doctor.
5. Swimsuits are required-No cut offs or jean shorts permitted. Exceptions may apply.

Whirlpool Guidelines

The Whirlpool will have posted hours of operation each month. Check at the front desk monthly for the current schedule.

1. Must be 15 years of age or older to use whirlpool.
2. Everyone must shower before using.
3. Pregnant women, elderly persons, and persons suffering from; heart disease, diabetes, high or low blood pressure should not use the whirlpool without first consulting a doctor.
4. Do not enter whirlpool while under the influence of alcohol, tranquilizers or other drugs that cause drowsiness or that raise or lower blood pressure.
5. Observe reasonable time limits (10 – 15 minutes) then leave the water and cool down before returning for another brief stay.
6. Long exposure may result in nausea, dizziness, or fainting.
7. Do not use alone.
8. Do not use at water temperatures greater than 104 degrees Fahrenheit.

Locker Room Guidelines

1. Locker Rooms are available for those using the Macedonia Family Recreation Center.
2. Children 7 years and older should use the appropriate gender locker room.
3. A Family Changing Room is provided for families with small children. Parents must be present.
4. All users must provide their own locks during their stay at the center.
5. All locks must be removed at the end of the day. Any locks left after closing will be removed and all contents placed in the "lost and found".
6. All children should be supervised when using the locker rooms.
7. The Macedonia Family Recreation Center is not responsible for lost or stolen articles. Please do not bring valuables into the facility.
8. Cell phones and photographic devices not permitted in the locker rooms, bathrooms or Family Changing Room.
9. Food, gum and drinks are prohibited in the locker room area.

Check-In Process

Enjoy our express check in process. To enter the facility as a member, you must stop at the Front Desk and enter your membership number into a keypad. A staff member will then verify your picture. Each member visit will be recorded in the computer.

Facility Policies

Family Changing Room Guidelines

1. The Family Changing Area is available for people with children under 7, and for those with special needs.
2. The main doors to this area will no longer be locked. This way all users will have free access to their belongings when needed.
3. This area now has two private areas for changing, the bathroom and the curtained area. The bathroom should be locked when in use. Please limit your time in these areas to 5 minutes, as others may be waiting. Do not store any personal belongings in these areas.
4. The common area contains lockers for storing belongings and a diaper changing station for infants and toddlers.
5. Cell phones and photographic devices not permitted in the locker rooms, bathrooms or Family Changing Room.

If you need assistance please ask the front desk or pool staff.

Track Guidelines

1. The running track is for those 13 years and older (12 years with certification card and parent present). The track has designated "Family Track Hours," when children 12 and under may be on the track with an adult.

FAMILY TRACK HOURS:

Tuesday	3:30 p.m. - 5:30 p.m.
Friday	6:00 p.m. - 9:00 p.m.
Saturday	11:30 a.m. - 2:30 p.m.
Sunday	11:00 a.m. - 6:00 p.m.

2. Strollers and bunting seats are not permitted upstairs. Hands free, front or backpack infant carriers are permitted on the track only.
3. Everyone must follow the designated signs, which indicate the direction to run/walk. The direction will be changed daily.
4. Walkers please stay to the inside of the track and runners to the outside.
5. Children ages 12 years and under are not permitted upstairs unless they are enrolled in a program or are here for Family Track Hours.
6. Clean non-marking athletic footwear required.
7. During wet weather please bring an additional pair of dry, clean shoes.

Nautilus Total Body Circuit Guidelines

The idea behind circuit training is to provide a resistance training workout for your entire body, while providing cardiovascular training at the same time. In order to accomplish this goal, users must utilize the equipment in order, and according to the prescribed time interval. Please observe the following guidelines to maximize the benefits of the circuit, and to keep it running smoothly.

1. Follow the digital clock on the wall set for 90 seconds. The clock will count down to zero and a tone will sound. This is your signal to begin.
2. Begin with the leg press station and work each piece in clockwise (numerical) order.
3. As always, clean each piece of equipment after use.

4. Between each piece of equipment do 90 seconds of cardiovascular exercise. Cycling, walking/jogging in place or some other cardio activity is fine. The track is a convenient option.
5. Notice the Rear Delt/Pec Fly machine is for performing two separate exercises. Space permitting, you may treat it as two stations and do a cardio interval in between each exercise.
6. Do not rest on equipment.
7. At each station perform one (1) set of 8-12 repetitions. You can do more reps as time allows.
8. Use controlled movement speed, (2 seconds lifting and 4 seconds lowering) and full range of motion.
9. You may skip machines, but only if you are not interfering with another user.
10. If you wish to enter the circuit, please wait until a time change interval and do not interfere with those already using the circuit.
11. You may do the circuit as many times as you wish, but please limit yourself to one time through when this area is busy.

Fee Information

Fees must be paid at the time of registration. Only receipt of payment reserves registration. Members of the Macedonia Family Recreation Center will receive a discount on classes that take place at the Recreation Center. Classes have limited enrollment. Fees for programs may be paid by cash, check, Visa or MasterCard.

Checks may be made payable to:
City of Macedonia

Refund Policy

Activity, program, or class refund or credit: Participant will receive a full refund or credit if the Parks & Recreation Department cancels an activity. Participant cancels 5 business days prior to first day of activity, a full refund or credit will be issued minus an \$5.00 administration fee. If participant cancels less than 5 business days prior to first day of activity, participant will receive prorated refund or credit minus \$5.00 an administration fee from date of notification.

Special Refund: Refund for bus trips will be issued if spot can be filled. If expenditure has been made on behalf of a participant, that amount will be deducted from the total refund. Any refund of \$5 or less will be credited to an account at the Rec. Center. Department supervisors reserve the right to adjust the policy and request documentation, depending upon the circumstances and the severity of the situation. Department supervisors reserve the right not to grant all refund requests. Participants should recognize and understand that activities of a physical nature involve some level or risk, and by registering for the class/program/activity the participant (or participant's guardian) has assumed responsibility for that risk. Memberships and daily passes are non-refundable or non-transferable.

Returned Check Policy

A returned check from the bank will be charged a \$12.50 fee.

Registration Information

Registration Guidelines

All registration is done at the Macedonia Family Recreation Center. Priority is given to members first. Register promptly to ensure your position in the program and to prevent possible cancellation due to low enrollment. We reserve the right to cancel classes due to insufficient enrollment prior to the start of the class. We accept registrations until the class is full or as noted:

Swim Lessons: Because of the progressive nature of swim lessons no registration will be accepted after the second class begins.

Fitness Classes: (Land & Water): Registration is accepted throughout the entire session. No prorated fees available. Drop ins welcome for some classes; see course description for details.

Youth Sports Organizations:

Registration dates are published as available for these programs. Call for current information.

Drop In Fee Guidelines

A drop in fee is available for some programs (see program description for drop in availability and pricing). When classes are full, dropping in will not be possible. All classes require a minimum number of pre-registered participants to operate. If minimum enrollment is not met, classes will be cancelled. The best way to ensure a spot in a class is to pre-register. All drop in registrations must be done in person at the front desk before entering the class.

Waiting Lists

Waiting lists are available for popular programs. If a class is full please leave your name and phone number for the waiting list. You will be contacted if a space becomes available.

Special Services

Birthday Party Package

Have your child's next birthday party at the Macedonia Family Recreation Center! Children (ages 12 & under) will enjoy 1 hour of swimming, followed by 1 hour in our Activity Room for cake & presents. We will provide the party table set up complete with balloons! **Party package pricing includes all adults and chaperones.** Note: Chaperones must be in the swimming pool area for children 6 years & younger and in the water with children 4 years & younger. Reservations for Birthday Party Packages begin during the program registration week. Please see front desk for additional details. Refunds will not be issued for cancellations made within two weeks of the party date. All refunds are subject to administrative fees. Party dates available on: Fridays, Saturdays and Sundays only.

	Program Fee	Mac. Res. Fee	Member Fee
Up to 20	\$95	\$85	\$75
21-30	\$145	\$130	\$115
31-40 max	\$190	\$170	\$150

Special Services

Tot Room

Hours of Operation:

Monday – Friday 9:00 a.m. – 1:00 p.m.
Monday - Thursday 5:00 p.m. – 8:00 p.m.

Service is not available on Friday evenings, weekends or holidays.

Open to ages 1½ to 8 years old.

1. The Tot Room will be available for babysitting services for anyone using the facility. Enrollment in a program does not guarantee a Tot Room reservation.
2. Parents must remain in the center during the child's visit to the Tot Room.
3. The fee is \$2.00 per hour reservation with a maximum of 2 hours per visit/day. Reservations can be made in the following time increments:
1 hour; 1½ hours; 2 hours. A maximum number of 8 children will be accepted per hour in the Tot Room.
4. It is recommended that reservations be made at least 24 hours in advance.
5. Cancellations must be made 24 hours in advance.
6. Members that are enrolled in a class can register their child in the Tot Room for the current class session and all others will be allowed to register their child for a maximum of 3 weeks at a time.
7. Reservations can be made at the front desk or by phone with a credit card (MC/Visa/Debit).
8. The Tot Room staff will not be able to feed, diaper or supply medicine to the children.
9. No sick children will be accepted.
10. All belongings should be labeled.
11. Please do not send your child with food or beverages.
12. A current Tot Room Medical Information Form must be on file.
13. The Tot Room area has a slide bolt located on the outside of the half door.
For more information see front desk staff.

Attention:

Payment will be required when making Tot Room reservations. If reservations are made over the phone, a credit card number will be required. The card will not be charged until the time of the reservation. It will also be charged in the event of a "no show." To avoid being charged, all cancellations must be made at least 24 hours in advance. If cancellation is not made within that time due to a child's illness, a doctor's note must be provided to avoid being charged.