

# **BRANDERMILL POOL RULES, REGULATIONS AND PROCEDURES**

## **INTRODUCTION**

These rules, regulations, and procedures are established by the Brandermill Community Association to protect the health and safety of all Brandermill pool members and their guests, and to regulate the conduct of individuals in such a way as to provide maximum enjoyment of the pool facilities for all members.

Pool members are expected to comply with these guidelines and the Pool Membership Policy. Pool members should instruct their families and/or guest(s) to observe these rules and regulations. In addition, all members must comply with State and County regulations.

All Pool Members, their families and their guests who use the pool facility and recreation area shall do so at their own risk and sole responsibility. Members will be held responsible for all actions of themselves, their families and their guests. The Brandermill Community Association (BCA) assumes no responsibility whatsoever for any accident or injury in connection with the use of the pool facility and recreation area and will not be responsible for any injury or any loss or damage of personal property of any kind. Persons using the pool facility and recreation area assume any risks in doing so, and agree to waive any and all claims and causes of action against the Association, and further agree not to hold the Association liable for any acts, injuries or damages which may relate to the use of the pool facility and recreation area. The Association has contracted with a professional pool management company to operate the pool facility and provide the necessary number of certified lifeguards to be present at the pool facility during operational hours, within which members, their families and their guests may enjoy the use of the pool. All pool members, on behalf of themselves and their families, and all guests will be required to certify that they have read and will abide by the Association's swimming pool policies, rules and regulations prior to their initial use of the pool facility.

## **ADMISSION PROCEDURES – MEMBERS AND GUESTS**

All members are required to present their photo ID card pool pass, with current year membership sticker, to the entrance lifeguard each time they enter the pools. Pool passes are mandatory for all members age 5 years and older and are non-transferable.

Any member cited for a violation of these pool rules, regulations and policies or delinquency in any fees owed to the Association may be denied access to and use of the pool facility, as well as have their pool passes confiscated and/or invalidated. Confiscated or invalidated passes will be returned and reactivated by BCA only after all fees have been paid and/or any disciplinary actions resolved.

Members with guests are required to present a guest pass to the entrance lifeguard and register their guests upon entering the pool. Guest passes may be purchased through the BCA office during regular office hours, or at the pool by check only. No cash will be accepted at the pools. Members may not admit any guests to the pools

without a guest pass. A guest pass is valid for one guest only for one day. Members must remain present at the pool at all times if they have admitted a guest to use the pool.

A member must be at least fifteen (15) years of age to admit a guest. All guests are required to file his/her address, phone number and emergency contact information with the lifeguard. Guests under the age of eighteen (18) must also provide his/her parent or guardian's name and phone number with the entrance lifeguard.

Members shall be responsible for the actions of their guests, and shall be responsible for informing their guests of the Rules & Regulations of Brandermill Pools and ensuring that their guests abide by the Rules & Regulations. Members shall be held liable for any damages incurred by their guests. Members agree to save and hold harmless the Management from any and all liabilities and actions of whatsoever nature by any guest(s) of the members growing out of use of the swimming pool or the pool facility.

### **AUTHORITY OF LIFEGUARDS**

Certified lifeguards and a Head Lifeguard employed by Brandermill Community Association will be on duty during all hours of pool operations. Lifeguards are responsible for maintaining a safe and healthy environment and have the authority to enforce all rules and regulations. The Head Lifeguard is in charge of the pool and is responsible for ensuring that all regulations and rules are obeyed. The Head Lifeguard on duty has the authority to use their discretion in the enforcement of all pool rules and regulations in order to provide and maintain a safe and healthy environment.

The Head Lifeguard has the authority to immediately dismiss from the pool any person for any infraction of the pool rules, regulations or policies without warning when the health and safety of others is threatened. Likewise the Head Lifeguard may refuse admittance to any member for non-compliance of pool rules and regulations and/or when the health and safety of others is threatened.

Any member or guest cited for disciplinary action by the lifeguard or Head Lifeguard will have his/her pool pass confiscated and forwarded to the Brandermill Community Manager. In order to retrieve the pool pass, the member must make an appointment with the Community Manager. Minors must be accompanied by their parent or guardian during the meeting with the Community Manager.

### **CHILDREN'S PRIVILEGES**

Children eleven (11) years of age and younger must be accompanied and supervised by an adult when visiting the pool. For the purposes of these regulations, an adult is someone 15 years of age or older.

Weak, inexperienced or non-swimmers must be accompanied by a responsible person who is of sufficient maturity, size and swimming ability to assist the person in the event of distress or emergency. It is

recommended that children 5 years old or younger be under the DIRECT SUPERVISION of a responsible person age fifteen (15) or older at all times.

When the pool opens for the season, the lifeguards will administer a “water safe” swim test and review the pool rules. All persons who pass the “water safe” swim test will be given a special water safe indicator on their pool pass. Only persons who pass the “water safe” swimming test will be able to use the dive and slide and swim unsupervised.

**“WATER SAFE” SWIM TEST REQUIREMENT:**

Swim 1 length of the pool (25 meters) non-stop on the stomach unassisted.

ALL persons using the pool (members, guests and caregivers) must complete the swim test unless they sign a statement that they know how to swim sufficiently to pass the swim test. A parent or guardian of a minor must sign the statement that the minor can swim sufficiently to pass the swim test in order to:

Swim unsupervised

Use the water slide, diving board and diving well

Persons who have not passed the swim test must stay in the shallow end of the pool (chest deep or less) and be under the direct supervision of a person who is of sufficient maturity, size and swimming ability to provide assistance in the event of distress or emergency at all times. **Supervision of persons who are inexperienced swimmers is the direct responsibility of the member or caregiver bringing them to the pool facility.**

The Wading Pool is ONLY for inexperienced swimmers and young children. ALL PERSONS USING THIS POOL MUST BE UNDER THE DIRECT SUPERVISION OF A PERSON OF SUFFICIENT MATURITY, SIZE AND SWIMMING ABILITY TO ASSIST IN THE EVENT OF DISTRESS OR EMERGENCY. There is no lifeguard supervision for the wading pool.

There shall be no playing, loitering or “hanging out” in the locker rooms.

**PARTY RULES**

A Pool Party must be coordinated and paid for by emailing the Pool Manager at pool@brandermill.com.

1. Any party with 15 or more guests.

A Pool Party should be coordinated with Brandermill Community Association. BCA has the right to refuse a pool party. No more than 15 guests with guest passes may be admitted to a pool party.

No more than 4 tables may be used during the 2 hour scheduled party time.

Tables will not be reserved for pool parties.

The pool party patrons are responsible for cleaning up all food/trash/spills on the tables and the pool deck where the party took place. (Ask a lifeguard for supplies)

Only one (1) party will be scheduled at any given time. Party requests may be denied if another party is scheduled during that particular time.

The pool manger reserves the right to deny a pool party admittance to the pool area if the party did not comply with the aforementioned "Pool Party" rules.

## **HEALTH RULES**

No one who has a communicable disease of any kind may enter the pool enclosure.

Admission shall be refused to any person(s) having infections, inflamed eyes, colds, nasal or ear discharges, poison ivy, open sores, or any visible communicable condition. Exceptions may be based on a physician's certification. Persons with open sores or bandages will not be permitted in the facility.

Chewing gum, spitting, spouting of water, blowing the nose, urinating or similar unhygienic actions are prohibited.

Persons who are incontinent or who are not toilet trained must wear tight-fitting plastic rubber pants over diapers.

Swim diapers are acceptable. Any accidents or leaks must be reported immediately to the lifeguard/manager on duty. Persons with diarrhea are not permitted in the water. In accordance with the CDC, diapers may only be changed in the restrooms.

Smoking is permitted **away** from the pools in designated smoking areas **ONLY**. Cigarette butts must be disposed of in the containers provided.

Animals are not permitted on pool premises at any time.

## **SAFETY RULES**

Knives and other potentially hazardous objects are strictly prohibited.

No abusive or profane language or breach of the peace will be tolerated. Violators will be required to leave the premises.

No alcoholic beverages are permitted. Anyone suspected of having alcohol on the premises may have their coolers and/or bags searched. Anyone intoxicated or under the influence of drugs will not be admitted to the pool or may be required to leave the premises at the pool manager's discretion. Should the need arise; the Police will be called to assist.

Do not congregate around the lifeguards or engage them in unnecessary conversation while they are on duty. Only the lifeguards on duty may climb or sit on the lifeguard towers. Persons must stay clear of the guard stations at all times unless reporting a safety issue or emergency.

Running, pushing, punching, wrestling, sitting on the head/neck/shoulders of another person, horseplay or causing undue disturbance in or about the pool area will not be tolerated. Any action that in the view of the Pool Management staff detracts from maintaining a safe and healthy environment is prohibited.

Diving is only permitted in the diving well.

No wading, swimming, or playing in the fountain areas.

Balls will be allowed in the pool under the following conditions:

- a. Balls must be light and soft (e.g. koosh balls, nerfballs, inflatable balls, etc.)
- b. Balls are excluded from the lap lanes
- c. Balls may not be used in crowded areas
- d. Lifeguards reserve the right to limit/restrict the use of balls for safety.
- e. Tennis balls, footballs, and baseballs strictly prohibited.
- f. Volleyballs are restricted to use on the volleyball pit.

Tossing objects to or from an individual entering the pool from the deck area or to or from the diving board is prohibited.

"Squirt" guns, supersoakers, water guns, or water cannons of all types are prohibited in the pool area.

Small rafts & inner tubes will be permitted in the lap lane area only at the lifeguards discretion.

No glass containers of any kind are permitted at pool facilities

A responsible person of sufficient maturity, size and swimming ability must AT ALL TIMES be within arms reach of any person wearing a flotation device or water wings to assist with swimming. Flotation devices are not safety devices and, if not properly monitored, can be dangerous. (Persons using some types of these devices have drowned in the past). Although lifeguards are here to ensure patron safety, **the person accompanying a young child or inexperienced swimmer is DIRECTLY RESPONSIBLE for the supervision of that child or inexperienced swimmer while in the pool and/or on the pool deck.**

Persons who have not passed the water safe swim test must remain in shallow water (chest deep or less).

Flips and back dives are not allowed from the side of the pool.

All injuries that occur on the premises must be reported immediately to on duty Pool Management staff.

## **DIVE AND SLIDE RULES**

Persons must complete the swim test to use the diving well, diving boards, and slide.

Floatation devices and goggles are not permitted to be worn on the diving board or slide.

It is not permitted to catch people jumping off of the diving board or exiting the slide.

Only one person is allowed on the diving apparatus or slide (including ladders) at a time.

Divers may not spring more than once on the board.

When a diver has surfaced, s/he must immediately swim to the nearest ladder. S/he must not swim under the board at any time.

A diver must wait until the preceding diver has reached the ladder before diving.

No general swimming is permitted in the diving area unless the diving board is "closed" with the approval of the lifeguard sitting in the lifeguard chair at the diving well.

Divers must dive straight from the board. Inwards, back dive, back flips, gainers or reverse dives are not permitted off the diving board.

Diving is permitted in the diving well ONLY, with the exception that swim team members are permitted to dive during scheduled swim team practice sessions and while under the direct supervision of the swim team coach and staff.

Diving blocks are restricted to swim team activities.

Only one person on the slide at a time. Riders must go down the slide feet first in a sitting position.

## **GENERAL RULES**

Only bathing suits may be worn in the water. No cut-offs, gym shorts, thongs, dungarees, or other inappropriate attire, as determined by the pool manager, will be allowed.

A 15-minute safety break will be called every hour except for the first hour and the last hour of the day. Only strong swimmers who have passed the water safe swim test and are using the lap lanes to swim laps are permitted in the pool during the break.

Lap lanes will be maintained in all pools for the exclusive use of lap swimmers only; other patrons should only cross this lane expeditiously. Kick boards are to be used for lap swimming only. Lap swimmers may use masks, snorkels and fins.

All refuse must be placed in containers provided for this purpose. Keeping the pool area clean is everyone's responsibility.

Anyone creating a disturbance will be asked to leave the pool area. Repeated behavior of this nature will result in expulsion from all community pools.

Upon using the volleyball court, anyone using the pool must be clean of dirt and sand. Showers are available.

During threatening weather the pool area (entire fenced in area) will be cleared for thirty (30) minutes and reopened when pool management, in accordance with Chesterfield County and the National Lightening Safety Institute, deems conditions are safe.

Snacks must be eaten away from the side of the pool.

Food delivery people will not be permitted to enter the pool area.

Heelies, skateboards, scooters, bicycles, etc. are not permitted in the pool area. Bike racks are provided for your convenience.

### **SUSPENSION OF PRIVILEGES**

Any member delinquent in any fees owed to the Association may be denied access to and use of the pool facility, as well as have their pool passes confiscated and/or invalidated.

Any member cited for a violation of these pool rules, regulations and policies or for any reason considered by the pool manager or BCA Community Manager to constitute a hazard to others or the facility may be removed from the pool facility, denied access to and use of the pool facility, as well as have their pool passes confiscated and/or invalidated.

Continued violations of the Rules & Regulations or of the instructions of the pool authorities may lead to expulsion from the pool and the pool area for the remainder of the season.

The BCA reserves the right to refuse annual membership to anyone whose membership has been previously suspended.

Any unauthorized use of the pool facilities and/or surrounding areas by any person(s) will be prosecuted to the fullest extent of the law.

Amended by BCA BOD on June 6, 2011

# BCA POOL MEMBERSHIP POLICY

## **Purpose**

To set forth the operating policies of the Brandermill pools with respect to membership. Membership to the Brandermill pools is based on an annual membership fee basis. The annual pool membership fee amount and membership classifications are reviewed and established annually.

Pool members are afforded the right to use the pools during scheduled operating hours and to participate in any activity established for pool members.

Management of the pools is determined by the BCA. As a condition of membership and use of the pools, all pool members and their guests are required to comply with the provisions of this policy and the pool rules.

## **Membership Definitions**

The following definitions are used for the purpose of this policy.

1. **Adult:** Any person who is 18 years or older.
2. **Family:** Three or more members living in the same household of which at least one is a parent.
3. **Single:** One adult person who is 18 years or older.
4. **Child:** Any person under the age of 18 years.
5. **Couple:** Two adult persons living in the same household or one parent and one child living in the same household.
6. **Dependent:** Persons who are
  - a. an immediate family member under the age of 25 years old
  - b. a full time student or
  - c. a legal dependent of the Brandermill pool member. More than one "family unit" residing in the same household and who are financially independent requires a family membership for each "family unit".



## **Membership Categories**

The following membership categories are used for the purpose of this policy.

- 1. Family:** Defined as three or more persons living in the same household of which at least one is a parent or legal guardian. A proof of guardianship may be requested.
- 2. Single:** Person must be 18 years or older.
- 3. Couple:** Two adult persons living in the same household; one parent and one child living in the same household.
- 4. Add-on:** An additional adult or non-dependent minor residing in the same household may be added to a family membership.
- 5. Caregiver:** Person 15 years or older caring for a child of a current pool member. Pass must be purchased at the time the member family joins. A caregiver photo id will be made and given to the caregiver. Caregiver must accompany the associated individual or family membership holder(s) to use the pass.) A caregiver may not bring a guest to the pool.
- 6. Commercial memberships:** will be offered to Commercial Owners, their tenants and employees. Only full time employees are eligible for membership and must be validated as such by the Property or Business Owner on the application.

## **PROCEDURES**

### **☒ Photo ID's**

A Photo ID is required for each Brandermill pool member who is 5 years or older. Children 11 years and under must be accompanied and supervised by an adult pool member (15 years or older).

### **☒ Early Registration**

Early registration and other incentives may be offered to allow members the opportunity for an EZ pay plan to extend their pool membership fee equally over several months to be paid in full prior to the opening date of the pools. The offering of early registration or other incentives is at the discretion of the BCA.

### **☒ Membership Payments & Refunds**

The BCA Board of Directors will set the annual pool membership fee.

Payment for a pool membership may be made: (1) in full or (2) on the EZ pay plan as determined by the BCA Board.

All monthly payments must be paid "in full" before obtaining a photo ID card.

Payments may be made by cash, check or acceptable credit card.

Refunds for a pool membership may be made at the request of the member until the Friday before Memorial Day of each year. However, no refunds will be made after this date.

### **Guest Policy and Guest Passes**

The use of the pools and affiliated pool programs and activities is for the sole use and participation of Brandermill pool members.

All passes must be presented to the pool gate attendant before entering the pool.

There are three (3) types of Guest Passes: **Resident Guest/Daily Pass, Non-Resident Guest Pass, Temporary Guest Pass**

#### **Resident Guest/Daily Pass**

The **Resident Guest/Daily Pass** is for Brandermill residents who wish to visit the pool from time to time without purchasing a full membership. They will pay a \$6 fee per day. Residents may bring a guest and pay the \$6 fee per day. Resident Guest/Daily Passes may be purchased at the pool with a check only or at the BCA offices with cash, check or credit/debit card during business hours. . Persons who are fully clothed and are not going to use the pool are exempt from the guest pass fee.

#### **Non-Resident Guest Pass**

The **Non-Resident Guest Pass** is for non-resident members who wish to bring a guest to the pool. Non-Resident Guest Pass fees are \$8 per day. Non-Resident Guest Passes may be purchased at the pool with a check only or at the BCA offices with cash, check or credit/debit card during business hours. Persons who are fully clothed and are not going to use the pool are exempt from the guest pass fee.

#### **Extended Stay Passes**

The Extended Stay Pass is used specifically for “out of town” house guests (ie., visiting relatives), who will be visiting a pool member’s household for an extended stay. The Extended Stay Pass is a ten-day punch card and may be purchased for \$45. The card will be punched each time the guest comes to the pool (ten visits per card). After the expiration date on the Extended Stay pass or when all ten visits have been used, the pool member may either purchase another ten-day Extended Stay Pass card or a daily/weekend Regular Guest Pass. The pool member may purchase an Extended Stay Pass from the BCA office. Only one guest per Extended Stay Pass is permitted. The Extended Stay Pass will be completed by the pool member listing the household guest’s name and the sponsoring pool member’s name. The Extended Stay Pass is non-transferable and the fee is non-refundable.

**Miscellaneous**

The BCA Board of Directors has established a Facilities Committee to advise and assist in policy issues. The Pool Committee, in coordination with staff and Management, will make recommendations to the board as to the improvement and enhancement of the pools as provided in their committee charge.

This policy may be modified at the discretion of the BCA Board of Directors.

Amended by the BOD on June 6, 2011

**ACKNOWLEDGEMENT OF POOL RULES**

The BCA has enacted the following rules for the benefit and protection of all users of our pool facilities. These will help ensure safe and sanitary operations for the enjoyment and benefit of all members. Please read this document carefully as many rules have been updated. Upon completion of your review of this document, sign the statement below, and return it to the BCA. Membership cards will be sent out upon receipt of Rules Acknowledgment.

I have received a copy of the BCA Pool Rules and Regulations and the Pool Membership Policy. I acknowledge that I have read and understand these policies and procedures. I understand and agree that it is my responsibility to read and familiarize myself and my dependents with the rules and regulations contained in this document. It is also my responsibility that all guests brought to the pools under my membership are familiar with the rules. I understand that failure to comply with any rules and regulations by myself or other family members may result in disciplinary action as set forth in this document. I acknowledge that these rules and regulations may change at any time and I may be notified of such changes at signs posted at the pool facilities.

\_\_\_\_\_ (Print name and Date)

\_\_\_\_\_ (Member Signature – head of household)