Woodcrest Recreation Association



Rules and Regulations Revised

May, 2016

399 Cranford Road PO Box 656 Cherry Hill, NJ 08003 Phone: 856-428-1413

E-mail: communications@woodcrestswimclub.org

Web Site: www.woodcrestswimclub.org

HOURS OF OPERATION

The club will be open from Saturday of the Memorial Day weekend through Labor Day.

Scheduled hours, weather permitting

Memorial Day weekend

Saturday	11am – 11pm
Sunday	11am – 9pm
Monday (Memorial Day)	11am – 8pm

Weekends between Memorial Day and Cherry Hill public school closing

Friday	4pm – 11pm
Saturday	11am – 11pm
Sunday	11am – 8pm

Cherry Hill public school closing through Labor Day

	Sunday - Thursday	11pm – 9pm
I	Friday & Saturday	11am – 11pm

Note: the Medium Pool closes daily at 7pm. The Large Pool closes 15 minutes before posted closing times.

The above hours of operation may be modified for special events (swim meets, socials, etc.) as approved by the Board of Trustees.

When necessary, the club, pool(s) or any recreation areas may be closed for inclement weather, maintenance operations, competitive activities or for the safety, health and welfare of the members.

- *Optional weekends after Labor Day Hours of operations to be determined
- *Pool clean-up days will be announced

CLUB OPERATIONS

The Woodcrest Recreation Association (WRA) Managers are selected by the Board of Trustees (Board) to serve as its direct representative in the operation of the WRA facilities. The Manager on duty, hereinafter referred to as "the Manager", is in full charge of the club and all of its facilities, with direct supervisory responsibility over the operations staff. Any question as to the meaning and/or interpretation of these Rules and Regulations shall be determined by the Manager.

RULES and REGULATIONS

The following Rules and Regulations have been established and approved by the WRA Board in accordance with the WRA Bylaws to assure the safe and sanitary operation of the pools and facilities and for the safety, protection

Page 2 of 10 Revised May 2016

and benefit of all members and their guests. The Board reserves the right to revise these Rules and Regulations at any time. In the event of revision or addition, the membership will be appropriately and timely informed. All members are requested to familiarize themselves, their children and guests with these Rules and Regulations, to observe them and obey all instructions of the Managers and staff. Failure to comply will be considered sufficient cause for disciplinary action as specified herein. Grievances concerning these Rules and Regulations set forth by the Board, and/or their application or lack thereof should be submitted in writing to the Board for review and appropriate action, if required.

WRA Managers and staff have the authority and responsibility to enforce these Rules and Regulations and are empowered to make decisions concerning safety. Managers have the authority to take appropriate remedial action up to temporary suspension of club privileges of any member or guest. A written statement is to be filed with the Board within twenty four (24) hours if such action is taken.

Members observing violations of these Rules and Regulations should report them to the Manager immediately.

ADMISSION

- 1. **Admittance** to WRA grounds and its facilities is permitted only to the following groups:
 - a. Members in good standing (see Bylaws).
 - b Guests
 - c. Visiting athletic teams and their boosters
 - d. Persons attending Board-approved social functions.
 - e. Persons participating in Board approved use of the facility by other organizations (Partial Members).

2. Check-In Procedures

- a. Each family member must check in at the Front Desk by presenting a valid ID tag for scanning.
- b. ID tags are issued for all Life Members, Associate Members, Interim Members and Special Members as defined in the WRA Bylaws.
- c. Failure to provide proper identification may result in refusal of admittance by the Pool Manager.
- d. Lost ID tags will be replaced for a charge of \$5.00 per tag. Damaged ID tags will be replaced free of charge.

3. Member Children (17 and Under)

- a. Children 12-17 years of age, with valid ID tag, shall be admitted without an adult sponsor (18 years and over). However all children must have a person age 18 or over in their family membership.
- Children 11 years of age and under shall not be admitted unless accompanied by an adult member sponsor or child sitter.
- c. With the exception of swim and dive practice, a child 11 years of age or under must leave the club when their parent, adult sponsor or child sitter leaves the club unless another adult member sponsors the child and assumes responsibility for the child.

4. Guests

- a. Members may sponsor guests by registering them, in person, at the Front Desk and paying the appropriate guest fee. Payment must be made in cash or credit. No credit will be extended for guest fees.
- b. Members shall, at all times, be held liable for the actions of their guests.
- c. All guests must be accompanied by the sponsoring member and when the sponsoring member leaves the club, the sponsored guests must also leave or have their sponsorship and cards transferred to another member sponsor.
- d. Guests residing in Cherry Hill and the surrounding communities, to include children and seniors, are permitted as guests a maximum of five (5) times during a season. They may participate in unlimited social functions. Grandparents have unlimited guest privileges.
- e. Guest members of another Cherry Hill Swim Club are not limited in their guest privileges provided they can show identification proving their current membership at the other Swim Club. (i.e. membership card).
- f. Except when guests are all of the same family, a member family cannot sponsor more than five guests at any one time.
- g. Member families are allowed up to two (2) adult guests in street clothes without charge for one half (1/2) hour. Members will be charged an admission fee for guests who do not leave within this time limit.
- h. Members who are over the age of 14 years of age may sponsor guests.
- i. The Manager or the Board, for the welfare of WRA, may limit guest privileges afforded each member.

Page 3 of 10 Revised May 2016

j. Guest Fees:

	Before 5pm	After 5pm	
Daily: 7 days a week	\$10.00	\$5.00	
Children under 2 years of age are free of charge			

- k. Guest fees are not charged for participants and spectators at most scheduled social and athletic events. Members and guests will be charged an event fee, when applicable.
- I. Guest policy abuse is grounds for suspension of club privileges in accordance with the WRA Bylaws.

5. Parties

- a. All parties are to be coordinated and reserved with the Manager at least one week in advance. Reservations are accepted on a first come basis.
- b. Party request forms and guidelines are available at the Front Desk or on the club's website.
- c. All non-member guests must be registered at the Front Desk and the appropriate fee paid.

6. Social Functions

- a. Scheduled social functions shall be under the supervision of an Association Trustee or delegate.
- b. The trustee or its delegate(s), may restrict the frequency of entrance and exit from the club grounds by social function attendees or require changes in the conduct of a social function, such as lowering noise levels, or terminating an event. Members and guests are expected to conform to appropriate standards of conduct.
- c. Conduct restrictions are designed to maintain proper order, safety and social decorum for the welfare of all participants, pool membership and neighbors.

7. Athletic Events

- a. Scheduled athletic events shall be under the supervision of an Association Trustee, or delegate.
- b. The Trustee, or its delegated team representative, will assure that the home and visiting team members, coaches and boosters conform to applicable rules and regulations and appropriate standards of conduct.

GENERAL

- 1. All persons, including children and guests, using the club facilities, to include pools, recreational or parking facilities, do so at their own risk.
- 2. Smoking is not permitted anywhere inside the club grounds. There is a smoking area located in the parking lot between the tennis courts and the dumpster. It includes a bench and a cigarette disposal unit. All cigarette and cigar butts are to be placed in the cigarette disposal unit in the smoking area.
- 3. All trash and recyclables are to be disposed of in containers provided for that purpose.
- 4. All injuries, however slight, and/or incidents must be reported immediately to the Manager, and recorded in the accident/incident log book and an Injury Report Form or Incident Report Form must be filed by the Manager. Treatment of injuries will be consistent with the type of injury and the Association's Health and Safety Policy.
- 5. Rowdy or disruptive behavior, fighting, profane language, inappropriate messages or images on apparel, or other conduct affecting the safety and comfort of others is prohibited.
- 6. Bicycles, scooters, skateboards, roller blades &/or skates are not permitted inside the club grounds.
- 7. Loitering, congregating or visiting at the entrance, Front Desk, Managers office, staff room or first aid room is prohibited.
- 8. Notices or items are to be posted only on the bulletin boards and must be approved by the Manager or an appropriate Association Trustee.
- 9. Members and guests will maintain an acceptable level of personal conduct while on pool premises. Threats of, or actual, violence against any member, guest or employee is cause for institution of action to suspend or terminate membership or guest privileges and/or call the Cherry Hill Police.
- 10. Controlled substances are prohibited on pool property. The Pool Manager shall refuse admittance to anyone who appears to be under the influence of a controlled substance or alcohol.

11. No member or guest may gamble on pool property.

Page 4 of 10 Revised May 2016

HEALTH and SAFETY

- 1. *Any person showing evidence of any communicable skin disease, sore or inflamed eyes, cold, nasal or ear discharges or any other communicable disease shall be denied admission.
- 2. *Any person with excessive sunburn, open blisters, cuts or bandages shall be denied admission.
- 3. *Do not enter the water if you are experiencing or recovering from diarrhea or have had any signs or symptoms of a gastrointestinal (stomach) disease in the past seven days.
- 4. *All children in diapers must wear plastic pants with snug elastic waist and leg bands. Do not wash out soiled diapers in the bathing water.
- 5. *Children should be encouraged to use the restroom before entering the water. Immediately report any "accidents" you observe in the bathing waters to a lifeguard.
- 6. *No animals, except for service animals, shall be allowed in the swimming pool, wading pool area, bathrooms, snack bar or other parts of the facilities.
- 7. *Glass containers, to include baby bottles and baby food jars, or breakable objects of any kind are prohibited in the club grounds. This includes all social functions.
- 8. *For personal health, all persons shall shower before entering the water.
- 9. *Conduct which endangers the safety and comfort of others is prohibited.
- 10. *All water activities are prohibited during an electrical storm.
- 11. *Persons suspected of being under the influence of alcohol or controlled substances or under suspension of privileges shall be prohibited from entering or shall be removed from the facility.
- 12. The Pool Manager or a lifeguard may order any person from the pools who has become chilled or fatigued. Such person may reenter the water after an appropriate rest period and upon approval of the Pool Manager.
- 13. Individuals will not defecate, urinate, expectorate, clear nose, spout water or otherwise contaminate or put foreign substances in the pools. Violation will result in immediate suspension of membership privileges.
- 14. Any safety hazard should be reported immediately to the Manager.

[* ref: N.J.A.C. 8-26-5.4(a)]

Page 5 of 10 Revised May 2016

POOLS

1. General

- a. No person may enter the Large or Medium Pools unless a lifeguard is on surveillance duty at pool side.
- b. Lifeguards are on duty for everyone's safety. Do not talk to or distract them from their duties or congregate around the lifeguard stand.
- c. Running on the pool decks, pushing, dunking, rowdy behavior, dangerous or disruptive ball playing, profane language, splashing or other conduct affecting the safety and comfort of others as deemed inappropriate by a lifeguard or Manager is prohibited.
- d. Proper swim attire must be worn in the pools.
- e. Adults and children age 12 (by Labor Day of the current year) and older generally have unrestricted use of the Large and Medium Pools.
- f. Non-swimmers, whether children or adults, are not allowed beyond their safe pool depth. Children's parents or a responsible individual are responsible for keeping non-swimmer children within their safe pool depth.
- g. Parents or a responsible individual have the primary responsibility of seeing that small children do not wander near, or fall into, the swimming pools.
- h. Food and drinks are prohibited on the pool deck.

2. Large Pool

a. The Large Pool is divided into four areas marked by floating lines:

(1) Swimming area 3 ft.	(3) Lap Lane
(2) Swimming area 5 ft.	(4) Diving Well

- b. Non-Diaper swimmers, who do not have a band, can only be taken into the Large Pool by their parents or a responsible individual. The child must remain within arm's length of the adult at all times. The adult assumes the risk. Children wearing diapers are prohibited from entering the Large Pool.
- c. No hanging, sitting or standing on lane lines or safety lines.
- d. No type of floatation devices (anything used for support) is allowed in the Large Pool except during authorized instruction times. **ABSOLUTELY NO EXCEPTIONS!** This includes: water wings, arm cuffs, bubbles, one-piece floation (tube) suits, and any other floation devices.
 - i) When the Medium Pool is closed and/or non-operational an exception is made to the above rule to permit the use of water wings, arm cuffs, one-piece flotation suits/devices and kick-boards by non-banded swimmers with the requirement that an adult be within arm-length and supervising the non-qualified swimmer.
- e. Starting blocks are only to be used during swim meets, swim team practice or sanctioned swim lessons under the supervision of a swim coach or swim instructor. Sitting on or other use of the starting blocks is not permitted.
- f. No diving is allowed from the side of the pool except along the 5-ft. wall during swim meets.

Obey the "NO DIVING" signs on the edges of the pool.

3. Diving Well

- a. The use of the diving well is limited to adults, children 12 and over and children with high bands ages 4-11. **ABSOLUTELY NO EXCEPTIONS!**
- b. The diving area is limited to diving from the diving boards only, unless the area is closed to diving and open for general swimming or aquatic games. The well will not be closed to diving during busy periods.
- c. Only one person shall be on a diving board at any time.
- d. No running is permitted on the diving boards at any time.
- e. Only one bounce is permitted on the diving board and the diver must go straight off the end of the diving board and swim directly to and immediately leave the pool by the nearest ladder.
- f. Diver must wait until the previous diver is at the ladder.
- g. Dives deemed dangerous by a lifeguard or Manager are prohibited.
- h. Lifeguards have the authority to revoke diving privileges for repeat violations of diving rules.

4. Lap Lane

- a. The lap lane is intended for the serious swimming of consecutive laps. There may be a maximum of two swimmers in each lap lane at any one time. Lap lane courtesy requires a person entering the lap lane to advise the swimmer already in the lap lane that they are entering the water.
- b. The lap lane is not to be used for swim lessons. Extra lanes will be added for this purpose when lessons are scheduled.
- c. The lap lane is normally open during regular pool hours. The lap lane may be temporarily closed for swim band testing, pool maintenance, etc. as deemed necessary by the Manager.

Page 6 of 10 Revised May 2016

5. Medium Pool

a. The Medium Pool is divided into three areas:

(1) Swimming area 2½ ft.	
(2) Swimming area 5 ft.	
(3) Slides	

- b. Non-Diaper swimmers, who do not have a band, or do not have adult supervision, are only allowed in the roped-off, $2\frac{1}{2}$ foot, shallow end of the Medium Pool, and are not permitted in any other areas of the pools. Children wearing diapers are prohibited from entering the Medium Pool.
- c. No hanging, sitting or standing on lane lines or safety lines.
- d. Floatation devices are allowed in the Medium Pool at all times. Only one-person rafts or tubes are allowed. No boats are permitted, and the Manager has full discretion regarding which devices are permitted to use.
- e. Small toys and balls are permitted in the Medium Pool at all times.

6. Slides

- a. No person may use the slides unless a lifeguard is on surveillance duty on the slides.
- b. The use of the slides is limited to adults, children 12 and over and children with high and low bands ages 4-11. **ABSOLUTELY NO EXCEPTIONS!**
- c. Only one person shall be on a slide at any time.
- d. The swimmer must go straight down the slide and swim directly to and immediately leave the pool by the nearest ladder.
- e. The next person in line must wait until the previous swimmer is at the ladder.
- f. Lifeguards have the authority to revoke slide privileges for repeat violations of slide rules.

7. Wading (Baby) Pool

- a. The wading pool is intended for children who are non-swimmers and are incapable of handling themselves in the shallow end of the Medium Pool. Banded swimmers are not permitted in the wading pool unless they are with a baby pool attendee such as a sibling/friend.
- b. Children using the wading pool are to be under the direct supervision of a parent or responsible individual. **Children are not under the supervision of a lifeguard**.
- c. Small rubber and plastic toys are permitted in the wading pool. No sharp, breakable or hard objects, such as metal buckets or shovels, are permitted.

8. Swim Proficiency (Band) Test

- a. All children 4 to 11 years of age must complete an annual swimming proficiency test before entering the 5- ft. area of the Large and Medium Pools, the diving well or using the slides unattended. Those who pass the test will be issued a band which must be worn at all times when they are in the pool.
- b. Tests will be administered by a lifeguard or Manager and the successful completion of the test will be at the discretion of the lifeguard or Manager.
- c. The test is to be completed without rest and on the first attempt.

1. **Low Band Test** (use of slides):

- a. Swim 25 meters (one length of pool) using a strong and consistent Freestyle stroke with arms above the water (no doggie paddle). Swimmer must complete the lap without stopping.
- b. Tread water continuously for 1 minute in the 5 ft. area or diving well.
- c. Float on back for 5 seconds in the 5 ft. area or diving well.
- d. Slide down the slide in the Medium Pool and swim to the ladder.

2. **High Band Test** (use of diving boards):

- a. Swim 50 meters (two lengths of pool); The first 25 meters must be a strong and consistent Freestyle stroke with arms above the water (no doggie paddle) and second 25 meters can be either a strong and consistent Freestyle stroke with arms above the water (no doggie paddle), breast or backstroke. Swimmer may rest up to 10 seconds between laps, but cannot rest in middle of a lap.
- b. Tread water continuously for 1 minute in the 5 ft. area or diving well.
- c. Float on back for 5 seconds in the 5 ft. area or diving well.
- d. Dive or jump from the low diving board and swim to the ladder.
- e. Any child unable to successfully complete the series will have a one-day waiting period before attempting the test again. However, a child who satisfactorily completes the 25 meter swim

Page 7 of 10 Revised May 2016

- but unsatisfactorily attempts the 50 meter swim, and completes the float and tread requirements shall be awarded the low band.
- f. A child who has satisfactorily passed the low band test is only required to swim 50 meters and dive or jump from the diving board to be awarded the high band.
- g. Any adult entering the water to assist in a child's completion of the test will result in the disqualification of that child.
- h. Test times are usually scheduled for 11am to 5pm on the opening weekend and other times at the Manager's discretion.
- Only those with diving well bands may participate in approved and supervised games held in the diving well.
- j. Any child forgetting or losing their swim band will be confined to the shallow sections of the Large and Medium Pools. Replacement bands may be obtained for \$1.00. Replacement band cost is not refundable.

9. Adult Swims

- a. Adult Swims are scheduled on Saturdays, Sundays and holidays at 2pm and 4pm in the Large Pool.
- b. Additional Adult Swims may be scheduled at the Managers discretion.
- c. Adult Swims will be 20 minutes in duration.
- d. Adult Swims are limited to members and guests 18 years of age and older.
- e. During an Adult Swim, the entire Large Pool will be reserved for Adult Swim participants only (including the diving well).
- f. Those under the age of 18 must exit the Large Pool in a timely manner when the Adult Swim is announced, must remain away from the edge of the pool during the Adult Swim and may resume use of the Large Pool only upon announcement that the Adult Swim has concluded. They should also be respectful of and courteous to adults exiting the pool at the end of the Adult Swim.

10. Large Pool Temperature

- a. The heater on the Large Pool will be set to target a minimum temperature of 82 degrees, with an acceptable range of 80 to 84 degrees.
- b. The Manager will check and record the temperature during daily water tests and adjust the heater as needed.
- c. Uncontrollable factors such as loss of power, large amounts of rain in a short period of time and sudden drops in ambient air temperature may cause the Large Pool's temperature to drop below this range at any given time. The Manager will take action to bring the pool temperature back to the acceptable range; however this may take several hours at a minimum.
- d. A prolonged length of hot and or sunny weather may push the temperature of the Large Pool above 84 degrees. No corrective action can be taken by the Manager since the pool can only cool through natural means.

11. Special Use

- a. Group swimming lessons and other scheduled lessons will be given at times specified by the Board and posted on the bulletin board.
- b. Swim team practice will occur in the Large Pool. One swimming area will be reserved for swim team practice, in addition to scheduled meets, as follows:
 - (1) Until summer vacation: weekday after-school practices 4pm to 7pm.
 - (2) During summer vacation: weekdays 8:00am to 11:30am and 5:30pm to 7:00pm.
- c. The Large Pool diving well will be reserved for dive team practice, as follows:
 - (1) Until summer vacation: weekday after-school practices $-4:00\,\mathrm{pm}$ to $7:00\,\mathrm{pm}$.
 - (2) During summer vacation: weekdays 4:00pm to 7:00pm.
- d. Scheduled meets will take place in the Large Pool. The entire Large Pool will be closed to recreational swimming at these times.

12. Play Area

- a. Children using the play area and equipment must be under direct supervision of a parent or responsible individual. **Children are not under the supervision of a lifeguard**.
- b. Appropriate behavior will be strictly enforced in the play area.

13. Tennis Courts

- a. The tennis courts are available for use by members and guests on a "first come, first serve" basis. When other people are waiting to use the courts, play should be limited to 1.5 hours.
- b. Keys may be purchased at the Front Desk for tennis court use during non-operating hours (prior to the club opening during the season or in the spring and fall when the club is closed). However, the member

Page 8 of 10 Revised May 2016

- who purchased the key must be present when the key is used during non-operating hours. Lending or selling a tennis key to another member or non-member is strictly prohibited.
- c. When using the tennis key prior to club opening during the season, a member key-holder may invite guests to play on the tennis courts, free of charge. However, guests must exit the club grounds through the gate to the parking lot at club opening at 11am. If they wish to continue playing or use other areas of the club, the appropriate guest fee must be paid.
- d. Misuse of tennis keys is subject to fines and sanctions as specified herein.

14. Fire Pit

- a. The fire pit may not be used during the morning or afternoon hours.
- b. The fire pit can only be lit by the manager on duty.

FOOD & REFRESHMENTS

- 1. Members and guests may bring food, beverages, or other refreshments on the club grounds.
- 2. **No glass containers of any kind are permitted**. This policy will be strictly enforced and may require inspection of coolers by the Manager.
- 3. Food and beverages are permitted in the picnic areas, snack bar and on grass areas surrounding the pools. Food and beverages are not permitted on the pool decks. We ask that members help the staff by cleaning up spills, food and trash anywhere on club grounds.
- 4. The Snack Bar will be open for food and refreshments during a majority of normal pool operating hours.

USE & CARE OF PROPERTY

1. Club Property

- a. The cost to repair or replace any damaged property will be charged to the responsible member. If damage is caused by a guest or minor, the sponsoring member will be charged.
- b. Deck chairs, umbrellas and picnic tables are provided on a first come, first serve basis. Reserving them for others is not permitted and members should use only one deck chair per individual. One member must be present on club grounds at all times to claim a table for personal use by the member. Please inform the Manager of any problems.
- c. Members may check out athletic equipment and return same to the Front Desk after use. A deposit may be required and refunded upon return of the equipment.
- d. Members using benches, chairs, tables or other property for picnics, parties or similar social events should clean them and the grounds around them before leaving.
- e. Use of the barbecues must be under the direct supervision of an adult (age 18 or over). Barbecues will only be available for use during designated "Covered Dish" nights on Fridays, Saturdays, Sundays and holidays after 5pm.

2. Personal Property

- a. WRA is not responsible for loss of or damage to personal property.
- b. WRA has no facilities for checking valuables or storing clothes.
- c. Unclaimed found items will become the property of the club and disposed of on the 15th and 30th of each month.
- d. Storage of personal property, such as lawn/deck chairs, lounges, rafts, tubes, children's toys, etc. are at the owner's risk and will be stored only in designated storage areas.
- e. All personal property remaining at the Club after closing day will be disposed of.

SANCTIONS & DISCIPLINE

1. Undelegated Authority of the Board

- a. Except in emergency situations, only the Board has authority to impose sanctions.
- b. The Board will establish a Grievance Committee consisting of the President and two other Trustees to hear the facts in each case brought to its attention.
- c. After such a hearing, the grievance Committee will report to the full Board before a penalty can be imposed. In an emergency situation, the Grievance Committee may take action without the full Board's approval.

2. **Disciplinary action**, as appropriate, may include any of the following:

Page 9 of 10 Revised May 2016

- a. Written warning.
- b. Suspension of club privileges for a period not to exceed one month, at the discretion of the Board.
- c. Suspension or revocation of club membership privilege in accordance with the WRA Bylaws.
- d. Reimbursement to the pool for the cost to correct, repair or replace damage to pool property.
- e. Any other penalty, or combination of sanctions listed above, deemed appropriate by the Board.

3. **Discipline Policy for Children** (17 years of age and under)

- a. Unsafe or inappropriate behavior includes, but is not limited to, rowdy or disruptive behavior, fighting, profane language, running, pushing, rough play, dangerous or disruptive ball playing, making unnecessary disturbances or other conduct affecting the safety and comfort of others.
- b. Lifeguards will notify children of any unsafe or inappropriate behavior and request that the behavior stop immediately. If the behavior continues, lifeguards have the authority to sit the child out of the pool for a period of time deemed appropriate by the lifeguard.
- c. If the child is issued a third warning for any reason or for fighting, the child may be directed to leave the club for the remainder of the day. This action may carry over to the next day, depending on the time of day. Parents will be immediately notified by the Manager.
- d. If the child is required to leave the club three times, that child may be suspended for one week. Parents will be notified in writing by the Board.
- e. If after returning from a one-week suspension, a child has unsafe or inappropriate behavior, that child may be suspended for a month. Parents will be notified in writing by the Board.
- 4. **Unauthorized admission** (passing ID tags to another person or non-paid guests)
 - a. First offense \$25.00 fine which must be paid before sponsor member may reenter.
 - b. Second offense \$50.00 fine and suspension of club privileges for one week for the entire family of the bondholder.
 - c. Third offense \$100.00 fine and suspension of club privileges for one month for the entire family of the bondholder.
 - d. The Pool Manager will retain the passed ID tag(s). The tags may be reclaimed only by the bondholder after payment of the appropriate fine.

5. False/Misleading Information on Membership Application/Dues Forms

a. Providing false or misleading information on a membership application form or annual dues form may result in penalties of up to 1 year suspension of the family membership, at the discretion of the Board.

Approved by the WRA Board of Trustees, May 2016

Page 10 of 10 Revised May 2016