

## **Lincolnia Park Recreation Club General Membership Procedures & Rules**

**Lincolnia Park Recreation Club (LPRC)** is a private swim and tennis club located at 6501 Montrose Road (off Braddock) in Alexandria, Virginia. The telephone number at the facility is (703) 941-9676.

The pool is available for member use from Memorial Day weekend through Labor Day. The Tennis Courts are available year round.

Memberships consist of immediate family members living at one residence. Additional fees are charged for au pairs, in-laws, (seasonal guests) and other daily guests etc.

The Swim and Tennis teams play a major role at Lincolnia Park. Swim and tennis lessons are available for a nominal fee.

The Pavilion located adjacent to the clubhouse is available for a small rental fee for members. The Pavilion rental fee does not include Guest Fees for non-members attending the event, those must be paid separately. ***The member is responsible for all set-up and clean up of the Pavilion area immediately at the conclusion of the event, and for the conduct of all guests.***

1. The LPRC Board of Directors (BOD) (elected annually from the membership), in accordance with the By Laws of the Corporation, has the overall responsibility for supervising the operations and utilization of the swimming pool and associated facilities. All events and activities conducted at the pool are subject to guidelines, procedures, rules and restrictions established by the BOD.
2. The LPRC BOD directs the contracted pool management company to ensure the safety, healthy and efficient operation of the pools and associated facilities. The pool management staff has the authority to interpret and enforce the operating rules consistent with these requirements, as well as to limit activities or use of equipment or toys which are disruptive to this environment and to the enjoyment of other members.
3. The instructions of the lifeguards and the pool management staff must be followed by all persons using the pool. Questions or complaints regarding any aspect of pool operations should be addressed to a member of the Pool Operations Committee, or to a member of the Board of Directors who, in turn, will bring the question or complaint to the attention of the Pool Operations Committee for a response or further investigation.
4. LPRC BOD is authorized to deprive any member or guest of the use of the facility in accordance with the Corporation's By-Laws. The pool management staff has the discretion to close the facility when necessary due to health or weather related conditions.
5. A "Lost and Found" container located in the Pavilion will hold lost articles for a reasonable length of time, but not beyond the end of the season.

***General Facility Rules and Procedures***

1. Smoking on the facility grounds is prohibited.
2. Glass containers of any kind are prohibited.
3. Food or beverages may be consumed outside the red line around the pool deck.
4. Bicycles, skateboards, and skates may not be used within the pool enclosure.
5. The pool facility is designed for family use and there are always small children at the facility. Members and guests should conform their conduct accordingly.
6. A group of 7 or more guests must be pre-approved by the LPRC Social Committee for payment at least one week in advance of anticipated use in order to reserve space. All large groups must have at least one adult pool member designated as the member in charge who is responsible for the group. That member must ensure that the group conforms their behavior to these rules. Reservations for the pavilion and large groups must be made on the pavilion party reservation form. Please see guard or website for the form.
7. Dogs are prohibited on the pool deck and will not be admitted inside the fenced area of the pool. During pool hours dogs will be prohibited from gaining access to the pool grounds. Before and after pool hours patrons may walk their dogs on the pool grounds but dogs must be leashed and all pet waste picked up and removed from the property.

***Hours of Operation***

1. Operating hours are published in the LPRC Newsletter, website and posted outside the clubhouse office.
2. Use of all or part of the pool and tennis facilities may be restricted for swim and tennis team practices or meets and special membership events.

***Pool Admission***

1. To gain admittance to the pool, members must check in with pool management staff and enter membership name, number of family members and time in the membership register at the club house entrance.
2. Children under 11 years of age must be accompanied at all times by a member or guest 15 years of age or older who will be responsible for the continuous surveillance of the child.
3. All guests must be accompanied by a member and must leave when the member leaves. To gain admittance for a guest, the member must present/purchase a Guest Pass and write the guest's name in the membership register. Guest Passes may be purchased at the front desk.
- 4 **Any member who assists any person in the unauthorized use of the Corporation's facilities may be deprived membership privileges in accordance with the Corporation's By-Laws.**
5. Admission to the pool may be denied to persons with communicable diseases, open sores, bandages, or excessive sunburn, at the Pool Manager's discretion.
6. All members and family members must provide a photo or allow a photo to be taken to assist in Gate Control Procedures/Membership Verification, in order to use the pool and tennis facilities.

***Pool Procedures & Rules***

1. Parents are responsible for the safety, health habits and conduct of their children at all times while using the pool facilities. ***Parents are responsible for insuring that their children understand and comply with all the pool rules.***
2. For safety and health reasons, special concerns and rules apply to babies and young children, particularly those young children who are not yet toilet trained. All babies and young children who are not toilet trained must wear a swim diaper or with tightly fitting rubber pants with elastic legs.
3. Use of the Baby Pool is limited to children 5 years of age and under who must at all times be accompanied/supervised by a responsible parent or guardian.
4. In order to be in the water that is greater than shoulder depth, you must be able to swim the length of the pool without stopping. Any lifeguard on duty may require a demonstration of this capability, at his or her discretion. Children not successfully demonstrating swimming ability are permitted in water greater than shoulder depth only when they are under the direct control of a responsible adult or child care provider
5. Inflatable arm band floatation devices and other certified floatation devices are permissible. Children using floatation devices must be within arms reach of a responsible parent or guardian at all times.
  6. The following activities are prohibited in the pool or on the pool deck area:
    - (a) flips or somersaults from the sides of the pool,
    - (b) spitting or spouting water or nose blowing,
    - (c) playing or hanging on the ropes,
    - (d) running anywhere in the pool areas except on the grass is strictly prohibited.
7. Only swim attire is allowed in the pools. Street clothing is not permitted in the water.
8. Fifteen minute breaks will be called once every hour at the 45 minute mark, and members and guests under the age of 16 shall exit the pool.
9. Swim lanes, as marked by ropes, are open for lap swimmers only when not being used for swim practice. When there are two swimmers in a lane, swimmers shall split the lane, one swimmer to each side. When there are three or more swimmers in a lane, swimmers shall swim in a circular path, keeping to the right.
10. Certain hours each day are limited to "Adults Only", (Adult being defined as members and guests sixteen (16) years or older) During these hours, only Adult members are permitted in the pool and deck area.
11. Water games are permitted at the discretion of the Pool Manager.
12. In the event of a weather related event, if thunder is detected, the pool shall be immediately cleared for a minimum of 15 minutes, the deck and pavilion area may be cleared if directed by the Pool Manager on duty. If lightning is detected the pool, and deck area shall be cleared for a minimum of 30 minutes, and the bathhouse and pavilion may be cleared at the direction of the Pool Manager for safety reasons.

13. Additional, temporary rules and procedures may be established by the Pool Manager when he or she deems them necessary to enhance safety. These will be posted in prominent places around the pool before they are enforced. First time offenders will be informed of their violations rather than be subjected to disciplinary action. Such additional, temporary rules and procedures will remain in effect unless rescinded by the pool manager or the LPRC BOD.

14. Adult members are responsible for the conduct of their family and their guests.

15. Only Pool Management Staff and others specifically authorized by the LPRC BOD are permitted in the pool office. The front desk should be kept clear to allow members to sign in to the facility, members requiring assistance should use the entrance to the office closest to the pool.

### ***Diving Area Rules***

1. Divers must be able to swim and be capable of passing the swim ability test. Divers are not permitted to use floatation devices, swim masks, snorkels, and/or fins when using the Diving Boards.

2. There shall be only one person at a time on each of the diving boards and on their steps.

2. Prior to diving the Dive Well must be clear of other swimmers, previous divers must be at the ladder or completely clear of the dive well.

3. The dive must be straight off the end of the diving board. Diving off the side of the board or diagonally from its end is not permitted.

4. There is no hanging from the diving board.

5. The Diving Well may be used for general swimming only with the specific permission of the lifeguard on duty. If he or she has not ordered the diving boards closed, you may use the diving well only for diving.

6. When diving from the side of the pool, only a forward, straight, racing type dive is permissible. Even this type of dive should be performed only after you have determined that the water is sufficiently deep and clear of other people to enable you to perform it safely.

***Tennis Facility Procedures & Rules***

1. Use of the tennis courts is limited to **MEMBERS AND GUESTS**.
2. Please follow the Guest Procedures established by the LPRC BOD and turn in guest passes as prescribed. Guest fees will be paid at the pool office before play. We are on the honor system when the office is closed, make your payments as soon as possible.
3. When the pool office is open, court reservations may be made by calling the office (703) 941-9676 or by signing up in person at the office. Before the season, the tennis register will be located inside the tennis court enclosure.
4. A court may be reserved for one hour of singles or for two hours of doubles. Reservations will be honored for 10 minutes after the reserved start time.
5. Two advance reservations may be made, only one of which may be in the prime time period after 5:00 PM on weekdays and all day on weekends and holidays.
6. Members under 16 years of age may not make a reservation after 6:00 PM on weekdays nor any time on weekends and holidays. One player may not reserve a court. Two names are required for singles and four names for doubles. When one player is using a court, he or she must yield if two or more players wish to use the court.
7. Only rubber soled tennis shoes [preferably white soled] will be allowed on the courts. Black-soled shoes may not be worn if they leave marks. Shoes with wheels, heels, cleats or ridges are not permitted because they can damage the court surface.
8. Players and their guests are urged to deposit all trash, old ball cans, lids, etc. in the trash containers provided. Aluminum recycling is provided.
9. **NO SOFT DRINKS AND/OR FOOD IS PERMITTED** on the courts, and please **NO PETS** in the court enclosure. Glass bottles and containers must be taken home for disposal.
10. Bikes, roller skates, skateboards, or general play is not permitted in the tennis enclosure or on the courts. Bicycles should be parked in the stand provided and not inside the court enclosure.
11. **DO NOT CLIMB THE FENCES** to enter the courts. Members should use their keys to enter. Membership entitles each family to one key upon joining the club. A lost key can be replaced or extra keys can be obtained by contacting the Tennis Chairperson.
12. The last player leaving the courts should close the gate. When playing under the lights, turn the lights off before leaving the court. ***The power goes off automatically at 10:00 PM.***