

Fitness Center General Policies |



Student Activities Center – Fitness Center

General Use Policies, Terms & Conditions

Introduction

Welcome to the Fitness Center! The Department of Recreation & Wellness (DRW) is proud to oversee the management and operation of the SAC (Student Activities Center) Fitness Center. DRW provides recreation activities and wellness services to the students and employees of Clayton State University. The department aspires to facilitate the physical, social, emotional, and intellectual development of those who participate in the recreation and wellness activities and to provide an environment that is fun, relaxing, and supportive of beneficial lifestyle practices.

The philosophy of the facility management and staff is that the needs of the students and patrons shall always be the first consideration and that both the professional and student staff will maintain the highest standards. We are committed to conducting ongoing evaluation of the facility and programs in order to ensure that the members and guests receive the highest quality in programs and services.

Memberships (REVISED July 14, 2022)

Currently enrolled Clayton State University students are granted memberships to the Fitness Center. Faculty and staff may join for a fee payable monthly. All members must present a valid Clayton State University Laker card for entrance.

* Membership also includes traditional group exercise classes, and intramural sports. These classes are available on a first come, first served basis, and will be limited by available space.

General Use Policy

All members must complete the required paperwork in order to have access to the facility. Once this is completed, permission to access the facility will be activated on your Laker Card. Members may request a **free** equipment orientation by appointment. No person under the age of 16 is permitted to use the exercise equipment in the Clayton State University Fitness Center.

GUEST POLICY (REVISED July 14, 2022)

GENERAL:

No Guests are allowed in the Fitness Center

The Fitness Center is a controlled access facility. Only authorized users are allowed entry. The Fitness Center is intended for the use of current Clayton State University fee-paying students and other authorized members of Clayton State University.

University departments, who are sponsoring guests on campus to attend a workshop, conference, camp, or other sponsored event, may request access to the Fitness Center for attendees in advance by contacting the appropriate campus contact.

Fitness Center Amenities

Fitness Center General Policies |



- Two gymnasium courts areas for basketball, volleyball, and badminton
- Strength Training area with a full line of Cybex strength machines and free weights
- Cardio area with a full line of Cybex cardio equipment (treadmills, elliptical machines, arc trainers, bikes, rowers, and stair climbers)
- One Large & One Small Group Exercise Studio
- Locker rooms with showers and wardrobe lockers. Day use only. Members must provide their own lock.

Important Notices (REVISED July 14, 2022)

Surveillance Notice

The Student Activities Center and the Fitness Center is under close video surveillance. No security cameras are located in the locker rooms.

Fitness Center Hours of Operation

Please consult your campus's website for the latest information pertaining to hours of operation. Please note that all hours are subject to change due to the academic calendar, special events, unforeseen circumstances, and/or maintenance schedules. Reduced hours of operation, including closure, are in effect during semester breaks, university holidays and other scheduled breaks. Annual shutdowns of approximately one week will occur for routine maintenance and cleaning. Communication regarding closures will be posted in advance.

WAIVER (REVISED July 14, 2022)

Before participating or utilizing Fitness Center programs, services, and facility activities, all individuals must sign a liability waiver. Individuals under the age of 18 (minors) must have a parent or legal guardian signature on their waiver.

Reporting Injuries (REVISED July 14, 2022)

Report all injuries regardless of how minor they may appear. A professional or student staff member will assist you by contacting Public Safety.

Open wounds are not allowed in the in the SAC Fitness Center and must be covered appropriately before using the exercise equipment. If you are bleeding prior to, or begin to bleed during, any activity, attempt to stop the bleeding by covering the wound and applying firm pressure. Next, proceed to the fitness assistant station or locate a member of the facility staff immediately so that the wound can be covered with a bandage prior to returning to the activity. Please notify a staff member if blood is on equipment or other facility surfaces.

For all other injures, notify the SAC Fitness Center staff for assistance. The University and its staff are not responsible for any injuries incurred as a result of using the equipment and / or the facilities.

Fitness Center General Policies |



Expenses - Participants / guests are financially responsible for all expenses related to injuries suffered and emergency care received, including medical care and transportation by ambulance. Medical insurance is strongly recommended for all participants.

Inclement Weather

Should a serious weather condition develop, i.e.) a tornado warning, while you are visiting the SAC Fitness Center, move to the lowest level of the facility, away from the windows and seek shelter in the locker room area. The staff will provide additional instructions. Your full cooperation is appreciated.

Regarding any winter weather, tune to WSB radio or go to www.clayton.edu for updates on weather-related university closings, or call (678) 466-4000.

SAC Fitness Center Entrances & Exits

Use the lobby entrance **ONLY** to enter the fitness facility. Use of any other exterior door is prohibited and will activate the alarm system. Failure to abide by this rule will result in a suspension of membership from the fitness facility. The second floor entrance is for the professional staff and for those with a disability.

Access to the SAC Fitness Center (REVISED July 14, 2022)

- Access is gained on the ground level of the SAC near the reception desk. Present your Laker ID card to the receptionist. You may also be asked to sign in.
- Patrons who have special needs may request assistance from the front desk receptionist. A formal request may be made to the Director for an access card.
- Any Laker Card not belonging to the bearer will be confiscated and that person may face disciplinary action.
- The Fitness Center staff has the right to ask for additional identification at any time if necessary.
- Members may schedule an appointment for an orientation on the proper use the equipment or for a personal fitness assessment. Student assistance will be walking the fitness floor and are available to assist as needed.
- All members will sign the appropriate paperwork including a waiver of liability prior to using the SAC Fitness Center.
- Any unauthorized use of the SAC Fitness Center by any patron will be reported to the appropriate authority.

Elevators

An elevator is located off the SAC lobby and is available for use by patrons with disabilities for immediate access to the Fitness Center.

Gymnasium Policies

Fitness Center General Policies |



- **Open Gym** –The Gymnasium is available for open recreation as long as there are no standing reservations for the gym (intramural, club sport, student organization, or other authorized use).
- **Volleyball, Badminton & Soccer** – For equipment set-ups, please contact the SAC Fitness Center at 678-466-4971 or via the DRW Group Chats in advance of your requested time.
- **Facility Damage** – Abuse of the facility is prohibited, and abusers will be financially responsible for damage, (hanging on the rims, etc.).
- **Non-Marking Shoes ONLY** – Non-marking tennis or basketball shoes are required.
- **No Food / Gum / Drink** – No food, gum, or drink permitted (except water).
- **No Jewelry** – for your safety and that of others, remove all jewelry prior to commencing play.
- **No Dunking or Hanging on the Rim** – No dunking or hanging on the rim is permitted.

Group Exercise Studios - General Policies

- Report any injuries or equipment problems to the instructor.
- Personal hand weights are not allowed. Hand weights are provided for appropriate classes, and may only be used at the direction of the Instructor. (No dropping equipment.)
- Please do not touch or lean on the mirrors.
- All Group Fitness equipment is to remain in the Group Fitness Studio and stored properly.
- Please clean equipment before leaving class.
- Only SAC staff is allowed to use the stereo.
- All personal items must be stored in the provided cubicles and/or lockers.
- SAC is not responsible for lost or stolen items.
- Silence all cell phones.
- Plan to complete entire warm up and cool down.
- Appropriate athletic attire is required. Shorts must meet the fingertips and shirts must cover the midsection. Appropriate support garments are also required.
- Multiple failures to adhere to instructor cues will result in class ejection or suspension.
- Arrive at least 5 minutes prior to class to receive directions from the instructor. For participant's safety, Group Fitness Classes will be closed 10 minutes after the session begins. No late entry will be permitted.

Fitness Center General Policies |



Tennis Courts Policies

- Courts are for Clayton State University students, faculty and staff only.
- Courts are unsupervised, use at own risk.
- No Pets. No Glass.
- Abuse of the courts / nets is prohibited, and abusers will be financially responsible for damage.
- The tennis courts are available on a first-come, first-served basis except when in use by the Clayton State University scheduled events, or by the Department of Recreation & Wellness intramural / sport club program.

Equipment Check-Out

The SAC Fitness Center will permit you to check out equipment from the front desk. A limited supply of recreation equipment is available for use. Visit the front reception desk to obtain item(s). A current Laker ID Card must be presented in order to check out equipment. Any lost or damaged equipment must be paid for at the front reception desk or will be applied to the student's personal account. The available equipment includes:

- basketballs
- volleyballs
- soccer/futsal balls
- tennis racquets
- badminton racquets
- shuttlecocks
- jump ropes



Day Use Lockers & Locker Rental

Court Side & Fitness Nook Lockers: Lockers are available for day use only on the Basketball court and upstairs in the Fitness Nook for twenty-five cents (refundable). Once the quarter is deposited and the key is turned, the key may be removed. Upon returning the key to the lock and turning it, the locker will open, and the quarter will be returned. Unclaimed contents will be donated to charity.

Day-Use Lockers (Locker Room) Day-use lockers are available in the locker rooms at no cost. Members must provide their own lock and remove it prior to the closing of the SAC Fitness Center that same day. Locks left on lockers after hours will be cut and the contents will be stored in a secured area for no more than 14 days. Unclaimed contents will be donated to charity.

Towels

No individual workout towels or bath towels are provided. Hand towels are provided throughout the facility for the purpose of wiping down the machines after use. Patrons are required to bring their own bath towel for showering.

Lost & Found

Clayton State University is not responsible for lost or stolen articles. Do not bring valuables to the facility. The Lost & Found is located at the front counter. All "non-valuable" items will be held for 14 days, and then discarded or donated. "Valuable items" will be kept for one day and then turned over to the University Police, 678-466-4050.

Always secure your belongings in a locked locker, even when in the shower. The Department of Recreation & Wellness staff is not allowed to hold valuables for users.

Athletics Program Use

No organized team practices (with the coach present) are permitted within the confines of the SAC Fitness Center. Arrangements may be made in advance with Fitness Center Athletic Staff should a team need to utilize a basketball court or group exercise studio in a special circumstance, i.e.) rainy day practice, post-season tournament, gym maintenance, etc). No fee would be assessed unless it was determined that damage occurred during the time the team occupied the facility.

Academic Program Use

Courses for academic credit will not be permitted on a regular basis. Special circumstances could arise where a request could be made to use a group exercise studio during the non-peak hours of student use and with prior approval from the Director. At no time will the general student population be prohibited from using the space regardless if an academic class is in session. Should the Fitness Center professional staff supervision be required to oversee a course, a fee will be charged to the academic department. A clean-up fee will be assessed if the facility is not restored to its pre-use condition and / or damage occurs to the facility or equipment.