

## Longbrooke Pool Policies & Procedures Year - 2017

### **POOL HOURS - The "season" runs 5/27/17 - 9/4/17**

Opening day: Sat. 5/27/17 Noon Closing day: Mon. 9/04/17 4 P.M.

School Days 4 pm – 8 pm prior to and after summer break.

Sunday – Thursday Noon to 8 pm

Friday -Saturday Noon to 9 pm

Pool will be closed due to inclement weather or if the expected air temperature is below 65 degrees Fahrenheit.

Longbrooke Swim Team Events: Pool will close 1 hour prior to and open 1 hour after any scheduled home event. Days of events will be posted at the pool or at [www.longbrooke.net](http://www.longbrooke.net).

### **POOL TAGS**

All Longbrooke residents (6 years and older) are required to have a pool tag. New pool tags will be issued to all new Longbrooke residents who make Longbrooke their legal residence. Please do your best to protect the security of the tag(s) issued to you as they are not transferable. Lost tags should be reported to the Pool Trustee. Replacements can be issued for \$5.00 each. No tags will be issued unless the Annual Assessment(s) (Paid by the Homeowner only) are paid in full, including any past assessments and/or late fees. New or replacement pool tags will be available at the pool once the pool has opened. Questions, please contact a Pool Trustee.

### **GUEST POLICY**

All Longbrooke residents are welcome to bring guests to the pool. Longbrooke residents must sign in their guests at the main gate. Longbrooke resident must remain at the pool with their guest(s) at all times. If the Homeowner pays their Annual Assessment postmarked on or before March 31, 2017, they will receive thirty (30) free guest admissions to the pool for the 2017 season. Longbrooke residents may purchase a sheet of an additional 10 guest admissions for \$35 or pay \$5 on a per guest per day basis. CHECKS ONLY... PAYABLE TO LONGBROOKE HOMEOWNERS' ASSOCIATION. CASH WILL NOT BE ACCEPTED. LIFEGUARDS CANNOT MAKE CHANGE.

### **GENERAL POOL RULES**

For the safety and enjoyment of all who are using the pool, everyone is required to follow the instruction and direction of our lifeguards, pool managers or a Longbrooke Trustee/Officer. ALL DECISIONS BY ONE OF THE PREVIOUS INDIVIDUALS IS FINAL. Questions or comments regarding a decision may be made in writing to the Pool Trustee. Please respect the authority of our lifeguards, managers and Trustees/Officers and follow the rules while at the pool. A person must be 9 years of age or older to be admitted to the pool without a parent or guardian. The Lifeguards are not hired to be babysitters. They are for the safety of all members and guests.

1. Any person must be able to swim ½ length of the Longbrooke Pool without stopping to use the main pool. If the person cannot pass this test, an adult who can pass this test must be present in the pool with the other person at all times. A person, may be requested by a lifeguard to perform this test at their discretion.
2. Proper swim attire is required; no cut-off jeans or thong bathing suits.
3. Persons who are not toilet trained or are incontinent must wear a swim diaper, no exceptions.
4. Lifeguards are trained to respond to a bacterial release in the pools. Should there be an accidental release, the lifeguards will evaluate the situation and respond. The pool may need to close for a period of time while additional chlorine is added to the water. If additional steps are necessary, the lifeguards will make the decision with the manager and or Trustees, following all required health standards as to protocol to protect the safety and health of persons using the pool.
5. Glass, alcohol, smoking (including vapor cigarettes) or use of other tobacco products, offensive foul language of any kind, in-line skates, skateboards or bikes are not allowed in the pool or deck areas. A designated smoking area is available outside the main gate to the pool.
6. Portable radios are permitted in the pool area, but must be set on a low to moderate volume level. If the volume level is determined to be disruptive to the lifeguards or other persons using the pool, you may be requested to lower the volume or turn off the device.
7. If an accident occurs at the pool, our insurance carrier requires that an accident/incident report be completed.
8. The north end of the pool is designated as a no-splash/float/soak zone of the pool. This is a quiet/wading/soak area. Violators will be asked to move to the south area of the pool. Floatation devices or toys can be used in other areas of the pool at the discretion of the lifeguards. Any person unable to swim who is using a floatation device, is required to be accompanied by a person 18 years or older.
9. Pool lounge and chairs are available on a first come first served basis.
10. No tennis balls, hard balls or footballs are permitted to be thrown in the pool area or to a person in the pool.
11. No playing on or near diving deck, or ladders to pools.

12. No diving or flipping off the pool side, pushing, splashing, spitting, dunking, horseplay or hanging onto the safety ropes at any time. You may jump in the pool only from the side blue gutters.
13. Emergencies are indicated by ring of a bell/whistle twice. Except as specified below, all persons must exit the pool during breaks or emergencies.
14. **HELP KEEP THE POOL AREA CLEAN.** Please clean up after your family and guests. Place all trash in the proper receptacles.
15. Lifeguards have the discretion to close the pool due to hazardous weather conditions.
16. No running or horseplay is allowed on the deck area to ensure the safety of everyone at the pool. Behavior or actions that, in the judgement of the lifeguards, violate a pool rule or endanger the safety of any person using the pool will result in the following disciplinary actions:
  - a. 1<sup>st</sup>: Lifeguard will give a verbal warning
  - b. 2<sup>nd</sup>: Individual will be required to leave the pool and sit out of the pool at or near a lifeguard chair for 15 minutes.
  - c. 3<sup>rd</sup>: Individual will be asked to leave and pool privileges will be suspended for the remainder of the day.
17. **Diving Board/Area:** All general rules apply. Only one bounce on the diving board is permitted per dive. Jump straight off the board, swim quickly to the ladder and exit the pool. The next in line to dive must wait until the first person reaches the ladder before going onto the board. Back flips, inward dives & other competitive dives are not permitted. No diving from either of the shallow ends of the pool. Additional rules for using the diving boards are posted near the diving area and must be followed. These rules are in effect to ensure your safety. Non-compliance will result in disciplinary action.
18. **Lane Swimming:** To minimize possible damage from excessive handling, the 2 west lane lines will be left in at all times. These lanes are to be used for lap swimming only. The swimmer must use the opposite lane for the return swim. NO general swimming or playing in the LAP lanes is permitted.

### **BREAK PERIODS**

A break period occurs every hour for the last 15 minutes of each hour. Break periods are indicated by ringing the bell/whistle once. All persons under the age of 18 will be required to leave the pool for approximately 15 minutes per hour for rest breaks. Adult Swim occurs the last 15 minutes of every hour. Persons over the age of 18 will be permitted in the pool. A guard will be stationed during breaks to ensure the safety of any adults using the pool.

### **WADING/BABY POOL**

1. All general rules apply.
2. THIS IS AN UN-GUARDED AREA AND USERS OF THIS POOL DO SO AT THEIR OWN SAFETY RISK AND TO THOSE THEY ARE SUPERVISING.
3. A PARENT, OR ADULT GUARDIAN MUST ACCOMPANY AND TAKE RESPONSIBILITY TO WATCH THEIR CHILDREN IN THE BABY POOL AT ALL TIMES, NO EXCEPTIONS.
4. Diving is never allowed in this pool
5. Persons over 7+ years are requested to stay out of the wading pool
6. Only floatation devices such as water wings, life jackets, etc. are permitted in the baby pool
7. Persons who are not toilet trained or are incontinent must wear a swim diaper

Failure by anyone to not follow any of these pool rules and policies is subject to loss of pool privileges for the day and will be required to leave the pool area immediately. If a member or guest fails to leave the pool area immediately or becomes belligerent in any manner or to anyone, the police will be called for immediate removal. Every loss of pool privilege by a member or guest is reported to the Trustees and Officers and may be subject to further loss of privileges or suspension from use of the pool for the remainder of the season.

### **VENDING MACHINES**

The pop and snack machines are privately owned and not the property of Longbrooke. Loss of money should be addressed to the vending machine owner. Lifeguards cannot make change.

### **SUGGESTION BOX/CONCERNS**

The suggestion box is near the entrance of the pool and will be reviewed on a bi-weekly basis. Each suggestion/concern must include a name, phone number and email address when providing a suggestion or addressing a concern.

### **Longbrooke Website**

For periodic pool related updates, residents are encouraged to visit [www.longbrooke.net](http://www.longbrooke.net).

Questions or comments can be addressed to; Pool Trustee: Ryan Burt at [ryanmburt@gmail.com](mailto:ryanmburt@gmail.com) or Longbrooke President: Bob Colvin at [longbrookepresident@gmail.com](mailto:longbrookepresident@gmail.com).