

S H E P H E R D U N I V E R S I T Y

*Wellness
Center*

**JUNIOR FITNESS
CERTIFICATION**

Revised: 1/29/2015

Shepherd
UNIVERSITY

Junior Fitness Certification Program

Cost: \$40.00 per participant

Where: Shepherd University Wellness Center- Guardian must sign-up participant at the front desk (signature required)

Pre-requisites to Qualify for U-16 Program

- Be between the ages of 13-15 years old
- Be able to follow policies and procedures with little to no parent supervision
- Prepaid the registration fee
- Completed a guardian consent form
- Current member

Program overview

- Duration of program: 1-2 hours
- Thorough explanation and hands on interaction of the following areas:
 - Membership Check-in
 - Locker Room and Pool
 - Racquetball and Basketball Courts
 - Weight/Fitness Area
 - Indoor Track
 - Group Exercise Classes
- Program will be part lecture and part activity
- Participants must demonstrate that they understand the guidelines set forth and can execute specific procedures
 - Signing-in
 - Checking out Equipment
 - Playing on the courts
 - Proper preparation for entering pool deck
 - Weight/Fitness Check-in
 - Proper track usage
 - Cardio equipment programming
 - Resistance machine set-up
 - Proper free weight usage
 - Lifeguard check-in
 - Swim Test
- Participants will be using the pool and work out equipment so they must be dressed appropriately for each area
 - Closed toed shoes and full t-shirt for weight area and courts
 - Swimsuit and towel for pool

Program Completion

- Upon completion both the participant and guardian will have to sign a form saying that they agree to adhere to all policies and procedures. (Must have signatures before card is distributed)
- Those certified will be permitted to use free weights, resistance machines, cardio machines, the track, pool, and courts with membership.
- A break-away lanyard will be provided for you and must be worn at all time so that SUWC is aware that patron is certified. No Card= No Access
- The Junior Certification card is now the participant's membership card. Previous membership must be turned in to the front desk.
- They must check-in with the membership attendant upon entering an area so the attendant knows that they completed the U16 program.
- At anytime, if the participant violate any policies and/or behaves in a manner that endangers themselves or others, their membership and certification may be revoked.

Program Exceptions

If a participant cannot complete the swim test on the day of the program he or she will still be able to become certified but will not be allowed to be unaccompanied on the pool deck. Their id will reflect the restriction. They are welcomed to retest with a flex manager to lift the restriction.

Those certified must abide by the following policies:

Rules and Regulation for Membership

To check into the facility, you must:

- Scan membership card at the turnstile
- Wear U16 badge while in the wellness center
- Make staff aware you are using the facility in each area. (Weight Fitness, Membership, pool, group exercise).

To check out equipment or towel:

- Show U16 badge to membership staff once they have arrived in facility
- Leave membership card at the desk to check out the equipment
- Return equipment or towel to the membership in exchange for membership card

Rules and Regulation for Racquetball Courts

- No street shoes on the courts (make sure shoes are clear of rocks, mud and debris before entering the courts). **Absolutely NO flip-flops!**
- Proper dress is required. No open toed shoes are permitted. **Shirts and soft-soled shoes are required at all times.**
- Please return all SUWC equipment to its designated area (including equipment checkout areas).

- No chewing gum permitted in the court and pool areas. No spitting on the glass windows or the floor of the racquetball court.
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and abuse of equipment is prohibited.
- No formal, informal, or organized practices are permitted without written approval from SUWC Staff
- Proper eyewear is recommended when playing racquetball. Goggles are available to check out at the Registration Desk. Only use the racquetballs that are given to you at the registration desk. Use of tennis balls, baseball, basketball, soccer ball or any other kind of ball besides the one that is given to you for the racquetball court by the front desk attendant is prohibited.

Rules and Regulations for the Arena

- No street shoes on the courts (make sure shoes are clear of rocks, mud and debris before entering the
- Courts). **Absolutely NO flip-flops!**
- **Shirts and soft-soled shoes are required at All times.**
- Please return all SUWC equipment to its designated area (including equipment checkout areas).
- No chewing gum permitted in the court. No spitting on the basketball court.
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and
- Abuse of equipment is prohibited
- Sports other than volleyball, basketball and badminton are not permitted
- No formal, informal, or organized practices are permitted without written approval from SUWC Staff

Rules and Regulations for Track

- The track changes direction daily. Check the white boards upstairs to see what direction it is prior to getting started.
- Proper dress is required. No open toed shoes are permitted. Shirts and soft-soled shoes are required at all times
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and abuse of equipment is prohibited
- Food and beverages are not permitted on the track
- No formal, informal, or organized practices are permitted without written approval from SUWC staff

Rules and Regulations for Multipurpose Rooms

- No street shoes in the rooms (make shoes are clear of rocks, mud and debris before entering the courts).

- Proper dress is required. No open toed shoes are permitted. Shirts and soft-soled shoes are required at all times.
- Please return all SUWC equipment to its designated area (including equipment checkout areas).
- No chewing gum permitted.
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and abuse of equipment is prohibited.
- Please be aware that classes are formatted for adults and may be too intense for children under 16 years old.
 - Use modified versions of exercises when offered
 - Have a bottle of water with you and stay hydrated throughout the class
 - Take breaks as you need to
 - Stop immediately if you feel dizzy or overheated

Rules and Regulations for Weight and Fitness Area

- No open toed shoes; athletic closed toed shoes are required. Non-athletic shoes or slick soled shoes are not allowed
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and abuse of equipment is prohibited
- No food
- A full t-shirt must be worn at all times. Sports bras, tank tops, cut-offs, bathing suits, or sleeveless tees are not permitted.
- Please wipe off equipment with the work-out wipes and re-rack weights, bars and accessories when finished
- Clips/collars on weight bars are mandatory at all times
- Please do not drop weights or dumbbells. Power lifting is not allowed.
- Chalk use is not permitted in the fitness center
- Bags or personal belongings may not be placed on the floor or on equipment
- When others are waiting, there is a 30 minutes usage limit per cardio machine
- Purchasing, providing, or soliciting for profit services (i.e. personal training) within the facility is not permitted
- No formal, informal, or organized practices are permitted without written approval from SUWC staff

Considerations When Using Resistance Machines and Free Weights:

1. Correct Body Position
 - Position your body so that it is lined up with the pivot point on the machine

- Back and chest should be firm against pads
 - Feet should be on the ground with your knees at 90 degree when upright
 - Use seat belts when available to help with keeping your body in correct alignment
 - Read the signs on the machine
2. Speed of Movement
- Machines are not designed for speed and power
 - Jerking the weights and cables could damage the machine and injure yourself or others
 - The weight should be raised and lowered in a smooth, controlled manner
 - Lifting weights should take about two seconds, and lowering two to four seconds
 - Lift and lower the weight through the joints full range of motion to increase strength, develop muscle, and maintain a reasonable amount of flexibility
 - Select weight that you can control and use a spotter when heavier weight.
 - Always use clips for plates and bars
 - Do not drop weights-they bounce and could injure you or others
3. Clean Equipment and You
- Make sure you are wiping down your machines and weights after usage.
 - Wash hands or use hand sanitizer after working out
 - Carry a towel with you to absorb sweat
 - Keep your mouth clean- no profanity or crude jokes
 - If you are sick, stay at home and get well
 - Keep a clean work space- put away weights, plates, attachments, and other equipment after use
 - Keep yourself clean- personal hygiene is important; so do not bring offensive body odor to the weight room
 - Make sure you have a full shirt on with sleeves when working out in the weight area and on any machine
4. Be Courteous of Others
- Ask politely for a spot if you need one, let them know what you are planning to do, and thank them afterwards
 - Be a spotter when asked
 - Look around and check if anyone is using a machine or weights before stepping in
 - Share exercise equipment- offer to let others work in between your sets
 - Leave your cell phone at home- the gym is no place to have conversations or text while working out

- Be aware of activity around you- the gym is an open space for all
- Cap the loud/rude noises when lifting- they can be startling, distracting, and disturbing

Rules and Regulations for Locker Rooms

- The SUWC is not responsible for lost or stolen articles
- Day lockers are available at for \$1. It is the individual's responsibility to secure items during their visit, and empty locker contents after usage. At the end of each day, all unauthorized locks will be cut off and locker contents will be removed and placed in Lost and Found
- Members can rent locker space for an annual charge. Please see the Registration Desk for more information.
- For those individuals requiring access to the handicap and family changing area, please see the Registration Desk.
- Remember that the locker rooms are communal areas. Please be courteous and respectful of your usage.
- If an item or issue requires immediate attention, please let a staff member know as soon as possible.
- No horse play in the showers, do not leave paper towels on the floor or throw them around the bathroom.

Rules and Regulations for the Pool:

Check-In with Lifeguard on Duty

- Show ID for U-16 usage
- Hang ID on lifeguard chair while swimming
- No running on pool deck
- No horseplay
- No diving in the shallow end
- You can use equipment on racks- please return in the right spot when finished
- Flippers must be put on while sitting on the side of the pool
- Be considerate of swimmers already using lanes- ask if you can share or choose one that is not occupied.

Whistle Commands

- 1-Short Blast- To get attention of swimmers
- 2-Short Blasts- To get attention of other lifeguard
- 3-Short Blasts -Activates EAP (Emergency Action Plan)
- 1-Long Blast- To clear the pool

All participants must pass the following **Swim Test:**

- Swim 50 yards without flotation device.
- Tread water for 1 minute in deep end.

- Float on back for 1 minute.