

SHEPHERD UNIVERSITY

# Wellness Center

## MEMBERSHIP PACKET & PRICES

*Updated 12/16/2022*

Shepherd  
UNIVERSITY

# *Administrative Staff*

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## *Member Benefits*

- Unlimited access to the Wellness Center during operational hours
- Child add-on memberships
- Free parking permit
- One FITT KIT assessment per year
- Free group exercise classes
- Discounts on massage therapy sessions
- 15% off all facility rentals
- Free WIFI

## *What's Included in Your Membership*

- Indoor heated pool
- Basketball courts
- Indoor track
- Racquetball courts
- Pickleball courts
- Weight fitness area
- Intramurals
- Locker rooms
- Free group exercise classes
- Free FITT Kit
- Free equipment to checkout
- Towel service
- Audio Fetch service for TV audio
- Free Les Mills streaming service

# Membership FAQ

**Q: Do I have to be a member to use the Wellness Center?**

A: We offer day pass options for non-members. Please see the [Guest Information](#) section for fees and details.

**Q: Why am I charged a prorated fee?**

A: All recurring membership options are charged a pro-rated fee for access from date of purchase until the next 15<sup>th</sup> of the month. The full monthly payment is then applied.

**Q: Can I put my membership on hold if I go out of town or for medical reasons?**

A: Yes, and no. All members who purchase an ANNUAL (12-month) membership are allowed one membership hold per membership purchase not to exceed more than two (2) months. Holds may be used for medical, and extended travel purposes. All membership hold requests must be in writing and sent via email to [kgillis@shepherd.edu](mailto:kgillis@shepherd.edu) or [jflora@shepherd.edu](mailto:jflora@shepherd.edu). Month-to-month (recurring) or one month memberships cannot be frozen.

**Q: How do I cancel my recurring membership?**

A: Members may send a notice of cancellation to [kgillis@shepherd.edu](mailto:kgillis@shepherd.edu) or [jflora@shepherd.edu](mailto:jflora@shepherd.edu) by the 14<sup>th</sup> of the current month to avoid additional charges. Any request on the 15<sup>th</sup> or later will still be charged for one more month.

**Q: Can I get my membership refunded?**

A. All memberships are non-refundable.

**Q: Can memberships be transferred to another family member?**

A: No, memberships are not transferable to other family members at any point.

**Q: Why is there a dress code?**

A: Appropriate attire and closed-toe athletic shoes are required to protect from disease, illness, and injury. Please see the [Dress Code](#) section for more details.

**Q: Do you have childcare?**

A: The Wellness Center does not provide childcare.

**Q: How old do you have to be to use the facility?**

A: Patrons must be 13 years old or older to use the facility independently. Children 12 years old and younger are not eligible for an individual membership but can be added onto a guardian membership for a reduced price. All children 12 years of age and under have limited access to the first floor of the Wellness Center and can use the courts and pool **with direct supervision by a parent/guardian 18-years or older at all times.**

## *Before You, Make a Purchase...*

- We are a university facility and operate under their policies. We are not a traditional franchise gym.
- The majority of our staff employed are students.
- Some or all of our facilities will be closed periodically for campus special events.
- We will close on federal and state holidays.
- We will modify (decrease) our hours of operation in the summer when the academic year has ended due to usage decrease.
- Our pool closes for lightning and thunder.
- We do not offer childcare. We have access restriction to the first floor for anyone 12 years old and younger AND require direct supervision by a guardian at least 18 years old at all times.
- Children 7 years old and younger or those considered a non-swimmer, must have direct supervision in the water by a guardian at least 18 years old at all times.
- We have a dress code. Athletic, closed-toe and closed-heel shoes, appropriate length shorts or pants covering the glutes, and shirts that are not full of holes or made of mesh, that cover the chest completely, are required.
- We require that all members and guests wipe down and put away their equipment for the safety and accessibility of all patrons. Repeated offenders who do not clean and re-rack weights and equipment may lose membership privileges.
- Members and guests need a parking permit to park in our lot. A free parking permit is included with your purchase.
- Memberships and services are non-refundable and non-transferable
- All members and guests are expected to read through and abide by all of our policies in this membership handbook. Any violation of the policies may result in a membership suspension or permanent termination.

## Guest Information

The Wellness Center offers day pass options for non-members which can be purchased at the Registration Desk. Guests must show proof of age and sign a waiver prior to accessing the facility. While using the facility, guests are expected to adhere to all facility policies. The Wellness Center no longer sells punch passes but will continue to honor any outstanding passes still in circulation.

GUEST FEES	DAILY 13 and Up	DAILY 5-12	DAILY 4 and Under
Prices	\$15	\$8	FREE

Patrons must be at least 13 years old to use the facility independently. All children 12 years old and under have limited access to the first floor of the Wellness Center and can use the courts and pool **with direct supervision by a parent/guardian 18-years or older at all times.**

## Membership Options & Fees

At the Shepherd University Wellness Center, our memberships are open to the community.

The Wellness Center offers 1-month or 12-month term options for the following membership types:

- Community (13 - 54 years old)
- Senior (55 and older)/ Veterans/First Responders\*
- Shepherd University Alumni and Affiliates\*\*

\*First responders are those professions who arrive first on the scene of an emergency and include police officers, paramedics, and firefighters. Must show identification badge or proof of employment to receive a discount.

\*\*Alumni are individuals who graduated from Shepherd University. Affiliates are contracted employees through the university. Both Alumni and affiliates must be verified as eligible to receive the discounted rate.

Patrons must be at least 13 years old to use the facility independently. Children 12 years old and younger are not eligible for an individual membership but can be added onto a guardian membership for a reduced price. All children 12 years of age and under have limited access to the first floor of the Wellness Center and can use the courts and pool **with direct supervision by a parent/guardian 18-years or older at all times.**

Monthly Term	Community (13-54 years old)	Senior (55 and over) Veterans/First Responders	Shepherd University Alumni/Affiliates
1	\$53	\$47.70	\$45.05
12	\$477	\$429.30	\$405.45

**Key Points:**

- All members who purchase an ANNUAL (12-month) membership are allowed one membership hold per membership purchase not to exceed more than two (2) months. Holds may be used for medical, and extended travel purposes. All membership hold requests must be in writing and sent via email to [kgillis@shepherd.edu](mailto:kgillis@shepherd.edu) or [jflora@shepherd.edu](mailto:jflora@shepherd.edu).
- Month-to-month or one month memberships cannot be frozen.
- All memberships are non-refundable and non-transferable.

## *Additional Child Membership (5-21 years old)*

Any active Shepherd University Wellness Center member can purchase an additional membership for the children (5-21 years old) that live in their household at a discounted rate. This rate is not available for individual memberships but only as an add-on to an existing membership. Any child 13-21 years old who would like a membership but does not have a guardian who is a member, must pay the full community rate (\$50 plus tax). Children 12 years old and under are not eligible for individual memberships since a guardian is required for first floor access at all times. Membership options for the additional child membership are listed below.

Monthly Term	Additional Child Membership (5-21 years old)*
1	\$21.20
12	\$254.40

**Key Points:**

- Any child 12 years old and younger is prohibited from accessing the second floor of the

Wellness Center.

- Children with this add-on membership have access to the courts and pool with **DIRECT** supervision by a guardian at all times.
- Any child 13 – 21 years old has access to the entire building without direct guardian supervision.
- The add-on child membership is only eligible to current, full paying members.
- Annual add-on memberships must be purchased at the same as the full paying guardian to ensure the same expiration date. If the add-on membership is purchased later, the child must go month-to-month.
- All members who purchase an ANNUAL (12-month) membership are allowed one membership hold per membership purchase not to exceed more than two (2) months. Holds may be used for medical, and extended travel purposes. All membership hold requests must be in writing and sent via email to [kgillis@shepherd.edu](mailto:kgillis@shepherd.edu) or [jflora@shepherd.edu](mailto:jflora@shepherd.edu).
- Month-to-month or one month memberships cannot be frozen.
- All memberships are non-refundable and non-transferable.

## *Recurring Membership Options*

The Shepherd University Wellness Center offers a monthly membership to be paid by an auto-debit on the 15<sup>th</sup> of every month.

- All recurring payments must be completed with a credit card (Visa, Mastercard, Discover or American Express) that is securely stored in our Point of Sale.
- All recurring membership options are charged a pro-rated fee for access from date of purchase until the next 15<sup>th</sup> of the month. The full monthly payment is then applied.
- Members may send a notice of cancellation to [kgillis@shepherd.edu](mailto:kgillis@shepherd.edu) or [jflora@shepherd.edu](mailto:jflora@shepherd.edu) by the 14<sup>th</sup> of the current month to avoid additional charges. Any request on the 15<sup>th</sup> or later will still be charged for one more month.
- Recurring memberships cannot be frozen, refunded, or transferred.

Automatic Monthly Debit	Community (13-54 years old)	Senior (55 and over) Veterans/First Responders	Alumni / Shepherd Affiliates	Additional Child Membership
1	\$53	\$47.70	\$45.05	\$21.20



## *Shepherd University Undergraduate Students*

Shepherd University undergraduate students currently enrolled on the main Shepherdstown campus have access to the facility during operational hours. Just swipe your Rambler card at the turnstiles in the rotunda to gain access.

- Per the campus-wide policy, students are required to have their Rambler card with them at all times.
- Students are required to swipe their Rambler cards or show proof of identity for all academic classes held in the Wellness Center.

## *Other University Students*

Current Shepherd University graduate and all other students (e.g., Martinsburg campus programs and Dual Enrollment) do not have access to the facility (fees are not included in tuition) and are required to purchase a membership.

<b>Current Shepherd University Graduate &amp; All Other Shepherd University Students</b>	<b>Price</b>
<b>1 semester (4 months)</b>	<b>\$78</b>

## *Shepherd University Staff and Faculty Memberships*

The Wellness Center offers discounted memberships to current Shepherd University staff and faculty, emeriti staff and faculty, and eligible staff and faculty retirees. All staff and faculty must be verified through the Human Resources department to be eligible for the discounted rate. Active Shepherd University staff and faculty members may also purchase memberships for a partner and children that live in their household for a separate fee. Rates are available at the front desk.

## *Silver Sneakers*

The Shepherd University Wellness Center is a participating location for the Silver Sneakers program. This program is available at no cost for adults 65+ through select Medicare plans. Interested persons can check their eligibility here: <https://tools.silversneakers.com/Eligibility/CheckEligibility>. All qualifying participants can sign up at the Wellness Center by calling the Membership Coordinator at 304-876-5471. Sign-ups cannot be done at the front desk. Please call. Silver Sneaker participants are not eligible for any additional discounts (i.e., add-on child membership, facility rental discount) since this is a free membership through an insurance program.

# Parking at the Wellness Center

All Wellness Center members and guest are required to have a valid parking permit to park in Lot G outside the Wellness Center (and anywhere on campus).

Any Shepherd University student and staff or faculty member must purchase their permits through the Shepherd University Police Department.

Parking permits are included in Wellness Center membership purchases. Members must present a valid vehicle registration card for the parking permit. Please stop by the Registration Desk to register your vehicle.

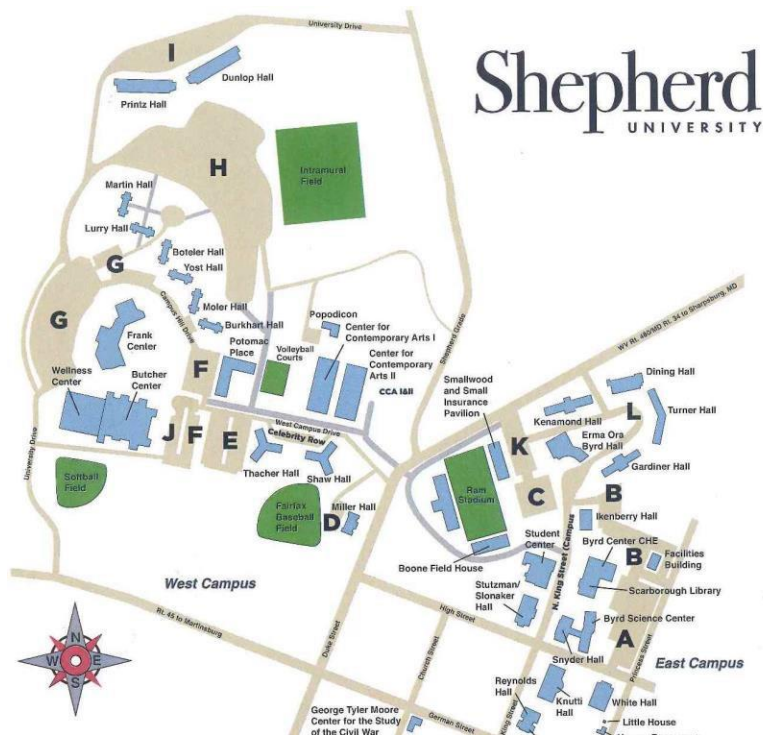
Guests must obtain a temporary parking permit for their visit. The license plate # and make and model of the vehicle must be provided. The temporary pass will be valid for that day.

Any member or guest who fails to display the parking permit may receive a ticket to be paid through University Police at the member or guest's expense.

For a full explanation of Shepherd University parking regulations, please read

<https://media.suweb.site/2020/07/Parking-Regs-2020-21.pdf?v=1594372816>

Below is the University's Parking Map



## *Stay Connected with SUWC!*

To stay informed on what's happening at the Wellness Center, please subscribe to or follow us on social media.

Follow us:

-  @Wellness\_SU
-  @WellnessSUWC
-  @Wellness\_SU

Sign-up for our text alerts to stay informed about all weather-related facility closures, group exercise cancellations, programs, and general facility closures.

- Wellness Center Mobile Text Alerts System
  - <https://mobile-text-alerts.com/subscribe/LetsGOSUWC>

For monthly facility calendars or more information about our services, please visit us at

[www.shepherdwellness.com](http://www.shepherdwellness.com)

## *Wifi and AudioFetch*

To access the Wellness Center's WIFI, please use the following username and password:

- Username- SUGuest
- Password- Shepherd

To access audio for our TVs in the Weight and Fitness Area:

- Download AudioFetch App on your Cellphone
- Connect to Wellness Audio
- Open and Select TV Channel

# Additional Services & Fees Rentals

## Half and Full Locker Rentals

We offer half and full lockers.

- Current students and Wellness Center members are eligible to rent lockers.
- Locks are provided.
- Lockers are available for purchase on a first-come, first-served basis.
- Lockers must be cleared out no later than two weeks after the locker expiration date.
  - Open-ended locker rentals do not expire. Members must request for their locker rental to be ended at our front desk.
- Patrons with expiring lockers will be notified two weeks in advance.

## Locker Prices

Rental Duration	Full Locker Dimensions: 72" H x 12" W x 16" D	Half Locker Dimensions: 40" H x 12" W x 16" D
Open-ended	\$10	\$7
12 months	\$77	\$55

**Two weeks before your annual locker rental expires, you will receive an email notification and you can renew your rental. If you decide not to continue renting a locker, you will have two-weeks after the expiration date to remove all contents. The Wellness Center staff will remove and dispose all items left in your locker after this two-week period.**

## Daily Locker Usage

Half lockers are also available in each locker room for day rentals

- Combination locks can be checked out at the Registration Desk.
- Must leave license or ID at the Registration Desk at time of check-out.
- Day locks are removed at the end of the day if not returned, and items in the locker will be removed.
- Personal locks not removed at facility closure each day may be cut and locker contents may be removed.

## Facility Rentals

The Shepherd University Wellness Center offers several spaces to accommodate all of your corporate or private outings.

- All requests must go through the Registration Desk staff or membership coordinator.
- Rentals must be paid in full ten (10) days prior to scheduled date.
- A credit card must be kept on file for the rental.
- Proof of insurance or a signed Waiver of Liability is required.
- Any tax-exempt organization must provide a copy of their tax-exempt certificate when returning their signed contract.
- If renter needs to cancel, they must provide a 48-hour notice, or rental fees may still be charged.
- If the rental is canceled due to bad weather or facility closure, the rental will either be refunded or rescheduled.
- Rentals must be cleaned up and out of the rented area by the end of the rental time. Failure to exit the rented area by the end of the rental time will result in an additional hour being charged to the credit card on file.
- Rentals must be out of the building 15 minutes after the end of their rental time. Failure to leave within 15 minutes will result in an additional hour being charged to the credit card on file.

Facilities available for rental include the following:

### Pool

Our 8 lane, 25-yard pool is available for private rentals on Saturday and Sunday afternoons after 4:00 pm. When you rent our pool, you get the entire space to yourself and we provide the lifeguards. We offer a seating area with tables and chairs right off the pool deck for your usage. Pricing for the pool is based on the number of swimmers AND guests on the deck. Rentals are scheduled in two-three hour increments and the rate is assessed per hour, plus tax. Minimal rental is two hours.

<b>POOL RENTALS</b>	<b>PRICE</b>
<b>Party of 50 guests</b>	<b>\$154/hr</b>
<b>Party of 51-75 guests</b>	<b>\$165/hr</b>

### Arena

Our full arena is 14,000 square feet and can accommodate up to 500 people. The area may be reserved as a full or half arena rental for basketball, volleyball, career fairs and banquets. We can even provide professional floor covering, tables and chairs if requested. Additional fees may apply for room set-up.

<b>ARENA RENTALS</b>	<b>PRICE</b>
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<b>Half Arena (per hour per court)</b>	<b>\$77/hr</b>
<b>Full Arena (per hour full arena)</b>	<b>\$154/hr</b>

## Multipurpose Room

Our multipurpose room is 3,100 square feet and can accommodate up to 200 people. This space can be divided into two separate rooms which can be set up as a classroom, meeting space or banquet style. The Wellness Center can even provide audio and wireless microphones for all rentals. Additional fees may apply for room set-up.

<b>ROOM RENTAL</b>	<b>PRICE</b>
<b>One Room</b>	<b>\$66/hr</b>
<b>Full Room</b>	<b>\$132/hr</b>

## Multipurpose Rooms & Arena Event Set-up Options

*(See Registration Desk for pricing options)*

### Equipment options

- 15 - 4-foot tables (seats 4)
- 6 – round tables (seats 8)
- 175 – folding chairs
- Floor coverings
- Athletic equipment
  - Basketballs
  - Volleyballs
  - Racquetball rackets, balls, and goggles
  - Pickleball paddles and balls

## *Individual Client Services & Policies*

Individual client services include all personal training and coaching services and private swim lessons.

- Sessions must be booked more than 48 hours in advanced and within a 60-day timeframe.
- All appointments will be booked by the client through the registration desk (304-876-5300), through the Wellness Center online system, or directly with the service provider.
- Service series sales must be purchased prior to the booking of the service and will expire one year from purchase if not redeemed.
- Please arrive to appointments ready, as services will begin and end promptly at the designated time.
- In the event of a facility closure for any reason, the makeup appointment will be rescheduled at

the staff & clients' earliest convenience.

- If a client cancels less than 24-hours in advance of a training session or does not show, he/she may be charged for a session and not reimbursed.
- If a client cancels less than 24-hours in advance of a free consultation appointment or does not show, he/she may forfeit his/her free consultation and may need to pay the consultation fee to make another appointment.
- All cancellations should be directed to the Wellness Center registration desk at 304-876-5300 or 304-876-5045 as soon as possible. If outside of our business hours, please e-mail Andria Leach for swim lessons ([Aleach@shepherd.edu](mailto:Aleach@shepherd.edu)) or Mitch Morris for personal training ([mmorr01@shepherd.edu](mailto:mmorr01@shepherd.edu)).

## **Personal Training Services & Specific Policies**

In addition to the [Individual Client Services Policies](#), below is an outline of services and additional personal training and coaching policies.

### **Personal Training and Coaching Staff**

All Wellness Center personal trainers and coaches hold a degree in exercise science or another health-related field and are certified through a nationally accredited organization. Learn more about the trainers and coaches [here](#).

### **Getting Started with Personal Training and Coaching**

- All new clients must participate in FITT Kit prior to purchasing training sessions.

### **FITT Kit**

FITT Kit offers a solution to provide you clearer direction and confidence as you work towards your fitness goals. This sixty-minute session will provide greater insight on your current fitness, as well as offer recommendations for improving your fitness based on your goals and a comprehensive wellness assessment. The wellness assessment will be customized to measure health and fitness markers specific to you.

### **Price**

- Current Members and Shepherd University Students (with active Rambler): One free annual session
- Non-members: \$49.50

### **Signing Up**

- Sign-up at our Registration Desk or at one of our FITT Kit boxes located in our facility.
- If using the FITT Kit box, place the slip in the box, and a trainer will contact you within seven calendar days to schedule your session.

### **Required Documentation**

- All FITT Kit participants must print off (or pick up at our Registration Desk) and complete the personal training packet which includes the General Information & AHA/ACSM Preparticipation Screening Questionnaire, Physical Activity Readiness Questionnaire (PAR-Q), Exercise History Form, Consent and Release from Liability Form, and the Physical Activity Readiness Physician Referral Form.

- The packet should be completed before your appointment.
- Any client requiring a physician’s approval, will need to have the Physical Activity Readiness Physician Referral Form completed before participating in assessments or prescribed exercise.

### **Prior to the FITT Kit Appointment**

- Complete all forms and (if necessary) get the Physical Activity Readiness Physician Referral Form completed.
- Drink plenty of fluids during the 24-hour period before your testing.
- Get adequate sleep (6-8 hours) the night before.
- Do not engage in strenuous activity the day of the assessment.
- Refrain from eating, smoking, and drinking alcohol or caffeine for 3-hours prior to testing.
- Come dressed in workout attire (shirt, pants/shorts and sneakers).
- If interested in a posture assessment, please wear form-fitting clothes or a tank top and shorts.

Once a FITT Kit has been completed, participants are eligible to purchase personal training packages.

- Members and guests may purchase personal training packages online and at the Registration Desk.
- All packages include a complimentary reassessment to be used at the end of the package.
- The complimentary reassessment cannot be used as another personal training session.
- For all 30-minute sessions, the client is responsible to arrive 15 minutes early to warm-up in order to start the session on time. It is also the client’s responsibility to cool-down post workout.
- Two 30-minutes sessions can be scheduled back-to-back for a 60-minute session which will include a warm-up and cool-down with the trainer.
- Athletic Performance and Private Yoga can only be scheduled in 60-minute increments.

### **Individual Training**

Working with a personal trainer provides you with the edge to ensure you achieve progress toward your goals. Your personal trainer will use information from your FITT Kit to first map out a plan to achieve the desired results to accelerate your fitness and improve your overall health. Within your sessions, your trainer will educate, assist, encourage, and progress you through safe and effective workouts.

<b>FITT KIT &amp; PACKAGES</b>	<b>MEMBER</b>	<b>SHEPHERD STUDENT</b> (Valid Rambler Card Required)
<b>1 (60-min.) FITT Kit (Non-Members)</b>	<b>\$49.50</b>	<b>\$38.50</b>
<b>6 (30-min.) Sessions</b>	<b>\$132</b>	<b>\$104.5</b>
<b>12 (30-min.) Sessions</b>	<b>\$236.50</b>	<b>\$181.50</b>
<b>24 (30-min.) Sessions</b>	<b>\$423.50</b>	<b>\$330</b>



## Buddy Training

By involving a partner in your sessions, whether it is a family member or close friend, you will both benefit from a new element of accountability and fun in your training. As you and your workout buddy share in the experience (and also enjoy the reduced cost), you will be pleased in the progress you each make towards your shared goals.

- Buddy Training requires two people to have the same goals in order to work together.
- All sessions must be done together- there are no make-ups if one person misses the session.

<b>FITT KIT &amp; PACKAGES</b>	<b>PRICE</b>
<b>1 (60 min.) FITT Kit (Non-Members)</b>	<b>\$74.80</b>
<b>6 (30 min.) sessions</b>	<b>\$198</b>
<b>12 (30 min.) sessions</b>	<b>\$355.30</b>
<b>24 (30 min.) sessions</b>	<b>\$635.80</b>

## Athletic Performance

Are you an athlete looking to sharpen your skills and gain a competitive edge in your sport? Your trainer will work with you on sport-specific training to improve your athleticism. Unlike your general practice, these sessions will specifically be designed in the areas you seek improvement with cueing and progressions appropriate to advance YOU to the next level.

<b>PACKAGES</b>	<b>PRICE</b>
<b>3 (60 min.) sessions</b>	<b>\$132</b>
<b>6 (60 min.) sessions</b>	<b>\$236.50</b>
<b>12 (60 min.) sessions</b>	<b>\$423.50</b>

## Team and Small Group Training

The Wellness Center also provides small group and team performance training. Please contact the Wellness Coordinator directly at mmorr01@shepherd.edu for pricing and programming.

## Private Yoga

<b>PACKAGES</b>	<b>PRICE</b>
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<b>3 (60 min.) sessions</b>	<b>\$132</b>
<b>6 (60 min.) sessions</b>	<b>\$236.50</b>
<b>12 (60 min.) sessions</b>	<b>\$423.50</b>

- All Private Yoga packages require the completion of the yoga training packet prior to any services being rendered.
- Clients must have all documentation provided by the registration desk, the instructor, or available on our website completed prior to engaging in any physical activity with yoga instructor.
- Each package purchased includes a complementary assessment that will be scheduled at the beginning of your package. The complementary assessment cannot be used as a private yoga session.
- The assessment will include a review of the client’s health history, setting goals, and evaluating flexibility, balance, and strength while moving through a flow of different postures\*.
- The yoga instructor will create a program based on the outcome of the assessment.

\*Movements in the assessment flow include:

- Arms overhead, looking up
- Hold at waist and touch shins & toes
- High plank
- Down dog
- Warrior One (lunge with arms extended)
- Repeat

### **Pickleball Private and Group Sessions**

We offer individual, buddy, and small group sessions to help you learn the game and perfect your singles and doubles game. All sessions are 60 minutes. You can book back to back sessions for longer instruction and play.

**All pickleball sessions must be booked through Katherine Gills. Please contact Katherine at [kgillis@shepherd.edu](mailto:kgillis@shepherd.edu) or at 304-876-5471.**

**Individual Sessions-** You + A Pickleball Coach

<b>PACKAGES</b>	<b>PRICE</b>
<b>1 (60 min.) session</b>	<b>\$49.50</b>
<b>3 (60 min.) sessions</b>	<b>\$132</b>
<b>6 (60 min.) sessions</b>	<b>\$236.50</b>
<b>12 (60 min.) sessions</b>	<b>\$423.50</b>

## Buddy Pickleball Sessions- You and a Partner + A Pickleball Coach

PACKAGES	PRICE
1 (60 min.) session	\$74.80
3 (60 min.) sessions	\$198
6 (60 min.) sessions	\$355.30
12 (60 min.) sessions	\$635.80

### Three and Me Pickleball Sessions- You and two additional players + A Pickleball Coach

- 3 participants needed. \$20 per person for a 60-minute session.
- Payment required prior to session.

### 4 or More Pickleball Sessions- You and three (or up to 7 additional players) + A Pickleball Coach

- \$16.50 per person for a 60-minute session.
- Payment required prior to session.

## Aquatic Services & Specific Policies

In addition to the [Individual Client Services Policies](#) above, below is an outline of services and additional aquatic programming policies.

### Private Swim Lessons

Private lessons are available and scheduled based upon instructor availability and swimmer's preference.

- If you or a member of your family are interested in private swim lessons please fill out the [Private Swim Lesson Sign-up Form](#).
- If you have any questions, please call the Aquatics Coordinator at 304-876-5440.

PRIVATE SWIM LESSONS	PRICE
1 (30-min.) Lesson	\$29.70
3 (30-min.) Lessons	\$77
6 (30-min.) Lessons	\$132
12 (30-min.) Lessons	\$236.50

### Group Swim Lessons (American Red Cross Learn-to-Swim)

Our mission is to teach swimming in a safe, positive, and fun atmosphere. We encourage your child to develop a healthy confidence, self-esteem, and sense of responsibility in and around the water. We hold smaller classes with a ratio of one (1) instructor per six (6) swimmers. The instructors for our program are trained by various accredited organizations including the American Red Cross.

- Group swim lesson dates and times for each level can be found on our website.
- Our Registration Desk staff will help parents or guardians determine which level their child should enroll in.
- Levels include:
  - **AquaTots:** (Parent & child swimming lessons) This class helps infants/young children and their parents become comfortable in the water together with a series of interactive games, activities, and songs. Recommended for children 6 months to 5 years old.
  - **Level 1:** This class helps swimmers feel comfortable in and around the water and introduces basic water and safety skills. All activities are done with the instructor's support. Recommended for children 3 to 5 years old.
  - **Level 2:** This class helps children further develop simultaneous arm and leg actions on the front and back without support. Basic water safety is also included in this level. Recommended for children 5 to 12 years old.
  - **Level 3:** This class helps children to build on previously learned skills. They will learn to survival float, swim the front crawl (freestyle) and elementary backstroke. Scissor and dolphin kicks as well as treading water will be introduced. Recommended for children 5 years to 12 years old.
  - **Level 4:** This class helps children increase endurance and confidence in previously strokes learned. Sidestroke, backstroke, breaststroke and butterfly will be introduced. The basics of a flip turn and open turn at the wall are also introduced. Recommended for children 5 years to 12 years old.

GROUP SWIM LESSONS	PRICE
Member	\$71.50/child
Non-Member	\$88/child

### ***Group Swim Lesson Cancellation Policy***

- Please arrive to lessons in suit ready to swim. Lessons will begin and end promptly at the designated time.
- In the event of pool closure for any reason, there will be makeup lesson held on the Friday following the closure.
- Failure to attend a scheduled lesson may result in swimmer's forfeit of that lesson.

## Sea Snakes Swim Team

The Shepherd University Wellness Center Sea Snakes Swim Team is a year-round USA Swimming club team that strives to provide the youth of our community with a safe and fun competitive swimming experience with both conditioning and swim meets. Our coaches encourage technique-based performance to develop swimmers to their highest potential and are certified through various organizations including USA Swimming and the American Swimming Coaches Association.

- To participate in Sea Snakes, you must be between the ages of 5 and 18.
  - 8 and Under Minimum Requirements: Must be able to swim 25 yards on stomach in a safe and strong manner without assistance.
  - 9 to 13 Minimum Requirements: Must be able to swim 50 yards on stomach in a safe and strong manner without assistance.
  - 14 to 18 Minimum Requirements: Must be able to swim 100 yards on stomach in a safe and strong manner without assistance
- For more information, please visit our team website at <https://www.teamunify.com/wvswc>

SEA SNAKES SWIM TEAM	PRICE (PER PRACTICE)
<b>Member</b>	<b>\$5.90/child/practice</b>
<b>Non-Member</b>	<b>\$6.88/child/practice</b>
<p><b>Payment is collected at once for an entire session and is based upon the above rates.</b></p> <p><b>All payments are made through the Registration Desk in the Wellness Center.</b></p>	

## Home School Aquatics

Join us for our home school aquatics program which focuses upon basic water safety and stroke development! These sessions offer 30-minutes of group swim lessons and 90 minutes of free swim to the paying participant. During the free 90 minute swim, if the participant requires in-water adult supervision (any child under 7, or those considered to be a non-swimmer), the adult and other non- participants will need to pay our guest fee. Our spectator area is available for your convenience to gather or conduct classes.

HOME SCHOOL AQUATICS	PRICE
<b>Friday Sessions</b>	<b>\$50/session</b>

## Lifeguarding/First Aid/CPR/AED Certification, Recertification, and Instructor Courses (American Red Cross)

The primary purpose of the American Red Cross Lifeguarding course is to provide entry-level lifeguard participants with the knowledge and skills to prevent, recognize and respond to aquatic emergencies and to provide professional-level care for breathing and cardiac emergencies, injuries and sudden illnesses until emergency medical services (EMS) personnel take over. This program offers a choice of Lifeguarding/First Aid/CPR/AED courses to meet the various training needs of a diverse audience. Upon successful completion, the participant will receive a certification card valid for two years. Each candidate must be able to complete the following skills to be admitted into the class:

1. Be at least 15 years old on or before the final scheduled session of the course.
2. Swim 300 yards, continuously demonstrating breath control and rhythmic breathing. Candidates may swim using the front crawl, breaststroke or a combination of both, but swimming on the back or side is not allowed. Swim goggles may be used.
3. Tread water for 2 minutes, using only the legs. Candidates should place their hands under the armpits.
4. Complete a timed event within 1 minute, 40 seconds:
  - o Starting in the water, swim 20 yards. Swim goggles are not allowed.
  - o Surface dive, feet-first or headfirst, to a depth of 7 to 10 feet to retrieve a 10-pound object.
  - o Return to the surface and swim 20 yards on the back to return to the starting point with both hands holding the object and keeping the face at or near the surface so they are able to get a breath.
  - o Exit the water without using a ladder or steps.

**The primary purpose of the American Red Cross Basic Lifeguarding Instructor Course is to train instructors to teach the basic-level American Red Cross Lifeguarding courses.**

<b>LIFEGUARD COURSES</b>	<b>PRICE</b>
<b>Lifeguarding/CPR/AED/First Aid Course</b>	<b>\$330</b>
<b>Recertification Course</b>	<b>\$192.50</b>
<b>Lifeguard Instructor Course</b>	<b>\$375.00</b>

**CPR for the Professional Rescuer with First Aid (American Red Cross)**

The purpose of the American Red Cross CPR/AED for Professional Rescuers course is to train professional-level rescuers to respond to breathing and cardiac emergencies in adults, children and infants until more advanced medical personnel take over. This program also includes skills needed to give immediate care to an injured or ill person and to decide whether advanced medical care is needed. Upon successful completion, the participant will receive a certification in CPR for the Professional rescuer (valid for 2 years)

and First Aid (valid for 2 years).

COURSES	PRICE
CPR for the Professional Rescuer	\$121
CPR for the Professional Rescuer with First Aid	\$159.50

**Water Safety Instructor Certification (American Red Cross)**

The purpose of this instructor course is to train instructor candidates to teach courses and presentations in the American Red Cross Swimming and Water Safety program including Parent and Child Aquatics, Preschool Aquatics, Learn-to-Swim, Adult Swim, Private Lessons, Water Safety Courses and Water Safety Presentations.

COURSE	PRICE
Water Safety Instructor Certification	\$302.50

***Certification Class Cancellation and Refund Policy***

- Please arrive to lessons with all class materials ready to learn. Lessons will begin and end promptly at the designated time.
- In the event of pool closure for any reason, the makeup lesson will be rescheduled at the participant & instructor’s earliest convenience.
- Failure to attend a scheduled lesson may result in forfeit of instruction and make up sessions are at the discretion of the Aquatics Coordinator.
- A full refund may be obtained up to seven (7) days prior to the start date of a class with a written request to the Aquatics Coordinator. If the participant cannot complete the prerequisites for the class or cancels less than one week prior to the start of class, a 75% refund of the registration price may be obtained by a written request to the Aquatics Coordinator.
- A class may be canceled/re-scheduled if enrollment does not reach three (3) participants. In this case the participant may request to transfer enrollment to another class or receive a full refund of facility assessed fees. Participants will be notified forty-eight (48) hours before the class if canceled. Notifications will be sent via the email address and/or phone number provided at enrollment. Please note any fees assessed directly by the American Red Cross are non-refundable.

*Photobiomodulation Therapy*

Photobiomodulation (PBM) therapy is a form of low dose light treatment that has been

shown to reduce pain or inflammation and promote healing. PBM uses visible and near-infrared light to selectively inhibit pain receptors or promote resolution of inflammation. It is also able to stimulate the inherent tissue healing and regeneration responses in the body. It has been shown to improve muscle performance and joint motion, by reducing inflammation wherever the light is applied. Treatments typically take between 12 to 20 minutes and is repeated up to three times a week either in a light bed (NovoTHOR), canopy (Kerber USA), or hand-held PBM devices.

**Known PBM benefits include:**

- Improves overall wellness
- Improves athletic performance
- Temporarily relieves pain and soreness
- Reduces joint stiffness and improves mobility

**CONTRAINDICATIONS FOR PHOTOBIO-MODULATION**

Published research shows that there are no contraindications established currently to receive locally applied PBM treatments, following the manufacturer’s User Instructions. Nonetheless, caution must be exercised with the following conditions, and generally the PBM Center will decline to permit use of a bed or canopy for persons in these categories:

**PREGNANCY:** Whole body PBM therapy should be avoided in pregnant women as the effects on developing fetus remains unknown. However, local PBM treatments may be used with caution on the pregnant woman as an adjunct to the other modalities to manage back pain or other complaints.

**CARCINOMA:** Direct PBM treatments on tumors are not recommended. However, application of PBM in other areas of pain is known to benefit supportive cancer care. Any PBM treatment must be performed in consultation with the oncologist, caregivers.

**PHOTOSENSITIVITY REACTIONS:** Some patients are known to be more photosensitive, and some drugs or natural remedies are known to exacerbate these reactions. A detailed history and careful observation after the first PBM session is recommended. In rare instances, even local treatment may be contraindicated.

**RESTRICTIONS TO CONTINUING TREATMENTS:** Some patients may report a number of sensations, such as localized feelings of warmth, tingling, or an increase or decrease in symptoms, nausea or dizziness within the 24-hour period immediately following PBM treatments. In patients with persistent or severe treatment reactions, immediate physician consultation and discontinuation of further sessions are recommended.

**INHERENT RISKS IN ANY THERAPEUTIC EXERCISE:** Any individual person can possibly incur an adverse reaction to any therapeutic activity, even if all instructions are followed carefully, because every human body has unique characteristics. Each client has to make an informed judgment of whether to accept that statistically remote risk.



## **PRE-SESSION INSTRUCTIONS**

- It is very important that you use following recommendations for optimal benefits:
- Initial consultation with your primary physician or caregiver.
- Lotions, powder, deodorant, antiperspirant, perfume, makeup or anything topical on the body may reduce benefit. It is recommend these items are not used within 1 hour prior to session.
- Let the technician know if you have had any recent skin lesions. For the protection of all the PBM bed users, all lesions must be covered with an adhesive bandage.
- Let the technician know if you have any questions prior to the Light Therapy Session.

## **SESSION PROCESS**

You will be asked to disrobe to your level of comfort, however light cannot easily penetrate thick or layers of clothing so it is optimal for no/minimal clothing to be worn.

### **For PBM Bed**

- You will lie on the bed face up for the duration of the session. Suggested session will be between 12 and 20 minutes. No prescription glasses or contacts should be worn. PBM recommended goggles should be worn.
- When the session is complete, the unit will turn off automatically. At that time, please exit the bed and get dressed.
- Notify the staff that you are finished, and sit in the chair provided until you are assisted.
- The bed and goggles will be cleaned thoroughly with an approved cleaning solution prior to all PBM sessions.

### **For SunPowerLED Canopy**

- You will sit comfortably on a chair on lay on a massage table for the duration of the session. Each session will be 15 minutes. No prescription glasses or contacts should be worn during the session. PBM recommended glasses or goggles should be worn.

## **POST SESSION INSTRUCTIONS**

- Drink 64-80 oz water within 24 hours of PBM Therapy. Resume normal activity.

# OF SESSIONS	PRICE PER SESSION	% DISCOUNT	TOTAL
1 Session	\$40	0%	\$40
3 Sessions	\$36	10%	\$108
6 Sessions	\$34	15%	\$204
12 Sessions	\$32	20%	\$384
24 Sessions	\$30	25%	\$720

**Photobiomodulation Service Policies:**

- All services will be scheduled and rescheduled through our front desk or using the online system.
- Services are offered on Monday, Wednesday, and Friday from 8 am to 5 pm, excluding holidays and other facility closures.
- All services must be paid in advanced.
- PBM sessions can be book up to an hour before a scheduled appointment.
- There is a 24-hour cancelation policy. If less than 24-hour notice is given for a cancellation, the client may be charged for the session.
- If a client no shows, they forfeit the session and it will be redeemed without the ability to be made up.
- If the client is five or more minutes late, the session will need to be rescheduled.
- Clients must be 18 years old to participate.
- Clients cannot be pregnant to use the bed or canopy.
- Clients cannot be actively living with cancer to use any modality.
- There is a 300lb weight limit for the PBM bed and a 500lb weight limit for the canopy bed and bench.
- Thor sunglasses must be worn during all services.

# *Live & Virtual Group Exercise Classes*

The Wellness Center offers both live and virtual classes as part of our membership. Members must be 13 years old to participate in group exercise classes.

Our full class schedule can be found at <http://shepherdwellness.com/group-exercise/>. Please use this site for class cancellations and substitutions.

All aquatic classes are held in the pool. Showering is required before getting into the pool.

All land classes are held in room 213. Our rooms are dedicated to classes and will not be open for general use. Anyone not taking classes will be asked to leave. Live classes have an in-person instructor leading the class. While virtual classes are streaming, our weight fitness attendant will frequently be monitoring the rooms to ensure participant safety.

The majority of our classes are virtual through our Les Mills provider.

## *Why Les Mills?*

Les Mills provides modern group workout programs that make fitness more enjoyable and accessible. Les Mills classes fuse science, movement, and music with the latest exercise trends and technology to deliver a workout experience that will change your outlook on exercise. With chart-topping music and instruction from the world's best talent, Les Mills classes are scientifically designed to get results.

*Our virtual platform allows us to offer cardio, strength training, and mind-body classes all day, every day.*

Virtual classes will start automatically and on time. All we need is for you to show up, grab your equipment, and get your workout on!

We also have the option for you to pick your class or "On Demand" format during certain times of the day!

## **Les Mills Virtual On Demand**

- First, look at the schedule and find a time where OnDemand is available. On Demand classes will only work during certain scheduled times.
- Go to the iPad in the front of the room and on the bottom right of the screen there will be an icon "Choose your Favorite Class"- Click it.
- Select the tab "Find a Class"
- Pick the duration of your workout (15, 30, 45, 60)
- Select the level of intensity (Low, Medium, High)
- Then select programs (Body Pump, Body Combat, Body Flow, Grit, etc.)
- Click on desired class
- Hit begin workout
- Grab your equipment and get your workout in!

- Clean all your equipment and put it back where you found it.

Questions? Contact Mitch Morris at [mmorr01@shepherd.edu](mailto:mmorr01@shepherd.edu).

## *Policies and Regulations*

### *Non-Discrimination and Civility*

The Shepherd University's Mission Statement demonstrates that it is our shared duty to create an inclusive culture where all members of the campus community are accepted. Therefore, as members of the Shepherd University community, we have agreed as a community on a common set of values:

- we are committed to the establishment of an open-minded campus that accepts and honors every one of its members;
- we work to support and enhance an environment that respects and endorses all efforts that celebrate the uniqueness of each individual;
- we continually strive to create a welcoming community in which educational, social, and recreational activities and opportunities are available to all of our members;
- we strive to avoid any actions, attitudes, or behaviors that disrespect, degrade or dehumanize any member or guest of this university; and
- we continually link academic inquiry and knowledge to meaningful values, thereby deepening human understanding and promoting the appreciation of culture, race, sexual orientation, age, religion, gender and gender identity.

The University provides opportunity to all members of the institution and surrounding community on the basis of individual qualifications and merit without regard to race, color, sex, sexual orientation, gender identity, religion, age, national origin, or ability. The University neither affiliates knowingly with nor grants recognition to any individual, group, or organization having policies that discriminate on the basis of race, color, age, religion, sex, sexual orientation, gender identity, national origin, or ability, as defined by applicable laws and regulations and the University does not tolerate any such acts or policies of discrimination and/or harassment by any person or entity. This commitment is expressly confirmed in the Shepherd University Board of Governors Social Justice Policy. Timely and effective resolution of such issues is an important value of the University community.

### *Facility Conduct*

**The University reserves the right to terminate the membership of any employee member or community member, with pro-rata refund, for the welfare of all patrons of the Wellness Center.**

**Causes for termination of membership include, but are not limited to, willful harassment, abuse, or intimidation of other patrons or employees, theft, disorderly conduct, or any other conduct that is unreasonably disruptive or dangerous to other patrons.**

### **Membership**

*All Wellness Center Memberships will be audited throughout the year. Any member under the wrong*

*membership or receiving a discount they are not or no longer eligible for will be notified. Their membership type will be corrected. An additional payment or an adjustment to the membership expiration date may be required. Anyone with a recurring membership will be set to expire on the 15<sup>th</sup> of the next month and will be required to set-up their membership again with the appropriate charge.*

- Members are required to have a photo on file with their membership to validate identity in case their card is lost or stolen.
  - Pictures will be taken upon membership purchase. Members have the choice to either have their picture taken, or we can take a picture of their driver's license.
- Memberships to the Shepherd University Wellness Center (SUWC) are non-transferable and non-refundable.
- All members who purchase an ANNUAL (12-month) membership are allowed one membership hold per membership purchase not to exceed more than two (2) months. Holds may be used for medical, and extended travel purposes. All membership hold requests must be in writing and sent via email to [kgillis@shepherd.edu](mailto:kgillis@shepherd.edu) or [jflora@shepherd.edu](mailto:jflora@shepherd.edu). Month-to-month (recurring) or one-month memberships cannot be frozen.
- Only children living at the same address as an active member are eligible for the additional child membership.
- For Shepherd University employees, emeriti, and retirees to receive the staff and faculty membership rate they must be verified through our Human Resources office.
- Patrons must be at least 13 years old to use the facility independently.
- Children 5-12 years of age are not eligible for an individual membership. They must be an add – on membership to a current member. Children 5-12 years old have limited access to the first floor of the Wellness Center and can use the courts and pool, **with direct supervision by a parent/guardian 18-years or older at all times.**
- Children 12 years of age or younger are prohibited from loitering anywhere in the Wellness Center.
- At no time should a child 12 years of age or younger be unsupervised anywhere in the facility.
- Children 4 and under do not have to pay to use our facility and are limited to the first floor with direct supervision at all times from a guardian at least 18 years old.

## Access

- Use of the facility is during posted operating hours only.
- Hours of operation can be found on our website at [www.shepherdwellness.com](http://www.shepherdwellness.com) and are subject to change.
- General access to the facility may be limited during holiday breaks and to specific areas of the facility due to special reservations or rentals.
- Entering unauthorized areas such as behind the Registration Desk, offices, electrical room, or storage rooms without the permission of the Wellness Center Administrative Staff will be considered trespassing.
- Membership identification or Rambler cards must be swiped at the turnstiles in order to gain access to the facility.
- Any member or student who does not have their membership card must check in with the Registration Desk to validate they have an active membership.
  - If a member does not have a picture on file, they must provide another photo id or

- verify their information on file.
  - A picture must then be taken and kept on file for security purchases.
- Any member who loses their membership or Rambler card should report it to the Registration Desk so the account can be closed, and a new card can be issued.

## **Misuse of Identification Cards**

- The misuse of a driver's license, credit/debit card, membership, and Rambler card/ID are strictly prohibited. The following misrepresentation or misuse of identity or identification are grounds for membership termination:
  - permitting another person to use one's identification;
  - inappropriate use of another person's identification;
  - impersonation, or misrepresenting the authority to act on behalf of another or the University;
  - forgery, alteration, or misuse of identification, documents, records, keys, or access codes;
  - manufacture, distribution, delivery, sale, purchase, possession, or use of false identification.

## **Tobacco and Firearms**

- Shepherd University is a Tobacco free campus. No smoking, vaping, dipping, or chewing is allowed indoors or outdoors while on campus.
- Firearms are strictly prohibited in all campus buildings and while on university grounds.
- Violators will be required to leave immediately and their membership may be terminated.

## **Equipment Check-out**

- Members, guests, and students can check-out facility equipment (e.g., basketballs, racquets, locks, towels, etc.) at the Registration Desk.
- Patron must provide an id for collateral while equipment is being used.
- The id will be returned upon the equipment being brought back to the Registration Desk.
- Equipment should be used for only its intended purpose. Any misuse of equipment or damage to the equipment may result in fines and fees or require the borrower to provide a new replacement.

## **Unauthorized Services and Practices**

- Purchasing, providing or soliciting for-profit services (i.e., personal training, class instruction within the facility is prohibited unless provided by SUWC Staff.
- No formal, informal, or organized practices are permitted without written approval from SUWC administrative staff.

## **Drug and Alcohol Use**

- Any person under the influence of any controlled substance is prohibited from using any of the facilities and services within the Wellness Center.
- Any person found in violation of any prohibitions or suspected to be under the influence of a

controlled substance will be asked to leave and their membership may be terminated.

## **Misconduct**

- Engaging in profanity, abusive language, inappropriate comments about race, color, age, religion, sex, sexual orientation, gender identity, national origin, or body weight, screaming, abuse of equipment, and other disorderly, lewd, or offensive behaviors towards other members, guests, students, University staff and faculty, or Wellness Center staff, is prohibited.
- The University reserves the right to terminate the membership of any employee, member, or community member, with a pro-rata refund, for the welfare of all patrons of the Wellness Center. Causes for termination of membership include, but are not limited to, willful harassment, abuse, or intimidation of other patrons or employees, theft, disorderly conduct, or any other conduct that is unreasonably disruptive, offensive, or dangerous to other patrons.

## **Personal Belongings**

- Personal belongings must be kept in a locker or cubby and off the fitness floor, pool deck, and multipurpose room floor.
- Any personal items that are left behind are not the responsibility of the SUWC.
- If any items are lost, members should check the Lost and Found area located at the Registration Desk.

## **Food and Beverage**

- Food and opened beverages are allowed in the rotunda, dining venue, and spectator seating in the pool area. They are not permitted in any other area of the facility.
- Only water and sports drinks are allowed on the fitness floor or near any fitness equipment. All beverages must be in a sealed container. Disposable cups are not permitted.

## **Cellphone and Photography**

- Photography and audio/video recording is prohibited in the locker rooms and restroom facilities at all times.
- Taking pictures or recording videos of others without permission is prohibited in any area of the building.
- We discourage cell phone usage texting/emailing while walking on our track.
- Cellphones are prohibited in group exercise classes.

## **Personal Audio Devices**

- All audio devices must be used with headphones.
- Any patron using an audio device without headphones will be asked to turn off device.

## **Dress Code**

- The Center for Disease Control (CDC) recommends using a barrier between your skin and shared equipment such as weight training benches and cardiovascular equipment to prevent the spread of disease and infection. Barriers include towels or clothes that cover your skin such as t-shirts and appropriate length shorts. We recommend patrons maintain a barrier between their skin and all surfaces while exercising.
- Wellness Center requires all patrons and staff to wear appropriate attire at all times. Appropriate clothing and footwear are defined below.
  - **Appropriate upper body apparel is required.** Shirts are required. No plunging cut-off sleeves exposing the chest or sports bra permitted. Shirts must not be full of holes or made of mesh or shear in appearance.
- **Appropriate lower body apparel is required.** Appropriate lower body apparel will be defined as gym shorts, warm-up pants, running pants, yoga pants, and spandex shorts that cover all areas of the glutes, at all times, in any position.
  - **Appropriate athletic footwear is required.** Footwear must be closed-toe, closed-heel, and non-marking. All other shoes, such as dress shoes, sandals (Keens, Crocs), socks, and bare feet are unacceptable. Sandals are permitted on the pool deck and in the locker rooms.

**Any member wearing any inappropriate clothing will be asked to change their apparel. There are no warnings or exceptions. Patrons cannot wait until they finish their workout; they must stop immediately and address the clothing discrepancy. Everyone must be wearing the appropriate clothing or change into the appropriate clothing, or they will be asked to leave the facility.**

## **Preventing the Spread of Disease and Infection**

*Any open wound must be covered with clothing or bandages while working out in the Wellness Center. The SUWC staff reserves the right to ask people to cover up open wounds. If a patron fails to comply, they will be asked to leave the Wellness Center until they have appropriately dressed the wound.*

- Members and guests are strongly encouraged to have a barrier between their skin and shared equipment.
- Users are required to clean equipment after use. Complementary sanitizing wipes are available at cleaning stations, and workout towels are available at the Registration Desk.
- Try to avoid using communal mats at the gym. If necessary, make sure your towel covers your workout area or wear clothes that cover your skin to avoid direct contact. If you do use mats in our facility, please wipe them down before and after use.
- After working out, shower and change your clothes immediately.
- Never share towels.
- Sandals or flip-flops are required in the showers and locker rooms.
- Avoid touching your nose, mouth, or eyes after using exercise equipment.
- Patrons must cover any skin trauma such as abrasions or cuts with a clean, dry bandage until healed.
- Practice good hygiene such as frequent hand washing.

**Any violation of these regulations may result in loss of SUWC privileges without a refund.**



# *Area Specific Policies*

## **Pool**

- Swimming is only permitted under the supervision of a Shepherd University Wellness Center Lifeguard. **No Lifeguard = No Pool or Deck Entry**
- Showers are required before entering the pool. Anyone who is not clearly wet will not be permitted in the pool and will be asked to go shower before reentering.
- Shoes are required in the locker room and when entering/leaving the pool deck.
- Appropriate swimwear is required for all swimmers. This is defined as clothing that is designed as swimwear, for example, swim trunks, swim briefs, long swim briefs (jammers), one or two-piece swim suits, surf shirts, wetsuits, swim diapers, and various religious swimwear. Items that are not permitted are street clothes, thong style and/or revealing suits, everyday clothing, and sports clothing.
- Infants and toddlers are required to wear leak-proof pants or swim diapers.
- Per the West Virginia Health Department, individuals with open sores or infections, wearing bandages, or that have had diarrhea in the last two weeks should not use the pool.
- All personal items are to be secured properly in the locker rooms.
- Food is only permitted in the spectator area
- Glass containers and gum are not permitted.
- No horseplay, running, pushing, or pulling are permitted in or around the pool.
- No playing on ladders, bleachers, railings, or around pool drains.
- Please do not walk on the pool deck while wearing flippers.
- Disruptive or disrespectful behavior or language is prohibited.
- No diving in the shallow areas of the pool.
- The pool will be closed during severe weather conditions, such as electrical storms, tornados, or power outages.
- Lifeguards have the authority to stop any inappropriate or unsafe behavior and have the ability to remove any patron disobeying the rules or making the facility unsafe.
- No formal, informal, or organized practices are permitted without written approval from SUWC administrators. Instruction is only permitted by SUWC staff.
- This is a communal space. We expect patrons to be courteous and respectful during usage.
- Any Shepherd University Wellness Center Staff has the authority to dictate if a patron is a non-swimmer and if they are required to stay in the shallow end of the pool.

## **Lane Usage Policies & Tips**

- Lanes 1-5 are designated for lap swimming. Lanes 6-8 are open swim areas for family and non-lap swimming activities.
- Swimmers must enter the lanes from the ends, by using the stairs, or using the lift chair only and should communicate with other swimmers in the lane when entering.
- Tips When Sharing a Lane
  - Choose a lane with swimmers of similar ability.
  - Wait for swimmer to return to shallow end, put your hand in the water to get the attention of the swimmer. Let him/her know you will be entering the lane to begin a circle swimming pattern.

- It is the responsibility of the swimmer entering the lane to make his/her presence known.
- All swimmers should circle swim if there are 2 or more swimmers in a lane.
  - Circle Swimming
    - The customary traffic pattern is to stay to the right and swim counter clockwise.
    - Always swim complete lengths of the pool to avoid stopping in the middle of the lane.
    - If you stop at the wall, stay in the corner of the lane to avoid collisions.
    - Leave the center of the lane open to allow room for flip turns.
- Slower swimmers should stop at the wall and allow faster swimmers to pass.
- Please be aware that you may be asked to share a lane at any time.
- Lane availability may vary based on programming.

## Swimmers Under 13 Years of Age

- All children seven (7) years old and younger or children considered to be a non-swimmer must be accompanied in the water by a parent/guardian 18-years or older.
  - Flotation devices are not a substitute for parent/guardian supervision. If a child requires a flotation device, they are considered a non-swimmer.
- One adult may supervise up to four (4) children.
- All children between the ages of 8-12 years old must have a parent/guardian 18-years or older on the pool deck at all times.
- Any Shepherd University Wellness Center Staff has the authority to dictate if a child is a non-swimmer and if an adult is required in the water with them regardless of age.

## Arena (Basketball, Pickleball, and Volleyball Courts)

- At no time should children 12 years of age or younger be unsupervised in the arena.
- Dress code will be enforced- Closed toe and heel, non-marking athletic shoes, shirts, and appropriate length shorts or athletic pants must be worn at all times.
- Please return all SUWC equipment to its designated area (including equipment checkout areas).
- Food is prohibited in the arena.
- No chewing gum in the arena.
- 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, pickleball and badminton are not permitted unless approved by SUWC Administrators.
- No formal, informal, or organized practices are permitted without written approval from SUWC administrators.
- This is a communal space. We expect patrons to be courteous and respectful during usage.

## Racquetball Courts

- At no time should children 12 years of age or younger be unsupervised in the racquetball

courts.

- Dress code will be enforced- Closed toe and heel, non-marking athletic shoes, shirts, and appropriate length shorts or athletic pants must be worn at all times.
- Please return all SUWC equipment to its designated area (including equipment checkout areas).
- Proper eyewear is recommended when playing racquetball. Goggles are available to check out at the registration desk.
- Food is prohibited in the racquetball courts.
- No chewing gum in the racquetball courts.
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and abuse of equipment is prohibited.
- Sports other than racquetball and wallyball are not permitted unless approved by SUWC Administrators.
- No formal, informal, or organized practices are permitted without written approval from SUWC administrators.

## **Locker Rooms**

- At no time should children 12 years of age or younger be unsupervised in the locker room.
- All parents with children, ages 6 and up, must use gender-appropriate locker rooms or the family cabana. If you have special needs or require assistance, please see a Wellness Center staff member.
- It is the individual's responsibility to secure items during their visit, and empty locker contents after usage.
- The SUWC is not responsible for lost or stolen articles.
- Day locks are available at the Registration Desk for check-out.
- 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. Items will be kept for 6 months and if not claimed will be given to Goodwill or disposed of.
- This is a communal space. We expect patrons to be courteous and respectful during usage.
- If an item or issue requires immediate attention, please let a staff member know as soon as possible.
- Photography and videography are prohibited in the locker room and restroom facilities at all times.

## **Weight and Fitness Area**

- At no time should children 12 years old or younger be in the weight and fitness area.
- Dress code will be enforced- Closed toe and heel, non-marking athletic shoes, shirts, and appropriate length shorts or athletic pants must be worn at all times.
- We encourage all members to use a towel to place between them and the equipment.
- Bags or personal belongings may not be placed on the floor or equipment.
- Profanity, abusive language, and screaming are not permitted.
- Food is prohibited in the Weight and Fitness area.
- Users must clean all equipment with the sanitary wipes located around the facility and return the equipment to the proper location immediately after use.
- Patrons lift at their own risk. If in doubt, please consult a Weight/Fitness staff member prior to

using the equipment.

- Clips/collars on weight bars are mandatory at all times.
- Do not drop weights or dumbbells.
- Olympic lifting is not allowed.
- Patrons are asked to adhere to a 30-minute time limit for all cardio equipment during peak times. Peak times are defined as those instances when all pieces of one equipment (this is not brand specific) type are in use (e.g., treadmills).
- This is a communal space. We expect patrons to be courteous and respectful during usage.
- 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 administrators.

## **Stretching Room**

- At no time should children 12 years of age or younger be in the stretching room.
- Dress code will be enforced- Closed toe and heel, non-marking athletic shoes, shirts, and appropriate length shorts or athletic pants must be worn at all times.
- We encourage all members to use a towel to place between them and the equipment.
- No jumping rope.
- Mats can be slippery on the floor- please do not stand or step on them.
- Users are expected to clean all equipment with the sanitary wipes located around the facility and return the equipment to the proper location immediately after use.
- Food and opened beverages are prohibited in the stretching room.
- This is a small communal space. We expect patrons to be courteous and respectful during usage.

## **Track**

- At no time should children 12 years of age or younger be on the track.
- Dress code will be enforced- Closed toe and heel, non-marking athletic shoes, shirts, and appropriate length shorts or athletic pants must be worn at all times.
- There are signs indicating the usage direction of the track. The direction changes daily.
- Always look both ways before entering the track.
- Walkers should use inside lane. Runners should use outside lanes.
- Groups of people working out on the track should be no more than two people wide.
- Do not stand on the track.
- No barbells are allowed on the track.
- Food and opened beverages are prohibited on the track.
- This is a communal space. We expect patrons to be courteous and respectful during usage.
- No formal, informal, or organized practices are permitted without written approval from SUWC Administrators.

## **Multipurpose Rooms & Hallway**

- At no time should children 12 years of age or younger be loitering in the multipurpose

room hallway or the multipurpose rooms (group exercise classes).

- Only group exercise class participants or patrons waiting to participate in a group exercise class are permitted in the multipurpose room hallway.
- Students and members are prohibited to independently work out (including stretching) in the multipurpose room hallway or the multipurpose rooms.
- No one will be permitted into a group exercise class once the warm-up is over.
- Food and opened drink containers are prohibited in the multipurpose rooms
- Participants are encouraged to use a workout towel during group exercise classes. Towels are available at the Registration Desk.
- Dress code will be enforced- Closed toe and heel, non-marking athletic shoes, shirts, and appropriate length shorts or athletic pants must be worn at all times. Any participant not wearing proper attire will be asked to change in order to continue to participate.
  - \*Closed-toe and heel shoes are required for all classes with the exception of mind/body classes. Please see our website for a complete list of mind-body classes. Members must put on their shoes when walking to the restroom, while attending mind body classes.
- We encourage all members to use a towel to place between them and the equipment.
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and abuse of equipment is prohibited.
- Participants must clean equipment after use and return all class equipment to its designated area.
- Personal belongings should be stored in a locker or cubby. Any personal items brought into the multipurpose room must be kept in a place that will not impede on others ability to participate and their safe usage of the space.
- Cellphones are prohibited in group exercise classes.
- No photography or video recording during group exercise class without prior authorization.