

Ottawa YMCA Policies

Updated/effective 2/25/2021

Facility Policies

- Cell phone usage is not permitted in the locker rooms or restrooms.
- The YMCA is a gun free zone. Patrons with legal conceal carry license are not allowed to enter the facility with a firearm.
- All handicapped and no parking spots are clearly marked. Anyone parking in these spots without valid reason will be towed at the owner's expense.
- The YMCA is a smoke, tobacco, alcohol, electronic cigarette, and vaping free zone.
- The YMCA is not responsible or liable for articles lost, damaged or stolen.
- Food and drinks, except water, are not allowed in the locker rooms, gym, pool or activity areas. Bottled water is allowed in these areas.
- The YMCA does not provide accident insurance for members, program participants or guests. Each person participates at his/her own risk.
- The selling of goods and services are strictly prohibited on the YMCA property or program locations.
- There is no dunking on the YMCA basketball hoops.

Convicted Sex Offender Policies

- The YMCA conducts regular sex offender screening on all members, participants, and guests when you join. If a sex offender match occurs, the YMCA will immediately cancel membership, end program participation, and remove visitation access.
- Any individual affected by this policy shall have the right to appeal this decision to the Ottawa YMCA Executive Committee within 60 days of applying for a membership, program or guest pass. This decision of the Executive Board is Final. Applicants are prohibited from entering the YMCA while the appeal is pending.

Membership Policies

- All new members must present a valid form of ID, have their picture taken, and sign off on our sex offender policy.
- The YMCA does NOT issue any type of membership refund.
- Any balance due at time of termination must be paid before a membership is cancelled.
- Membership status changes must take place by the 10th of each month. Status changes/cancellations will not be accepted until all paperwork is complete.
- The YMCA will debit any account that is returned NSF a \$30 fee. The YMCA will send payment through a second time to collect this membership payment. After the 3rd attempt it will be sent to a collections agency.
- Any bank draft membership that does not fulfill the initial 6 month commitment is subject to a \$50 cancellation fee.
- YMCA members and guests will receive the WIFI password at no cost.
- In order to receive member rates for programs, your membership must be current throughout the entire program session. If membership is terminated during the session, additional program participant rates must be paid for the remainder of classes.

Guest Pass Policy

- The YMCA reserves the right to refuse any guest at any time as the YMCA is a member based organization.
- Guests 16 years and over must present a valid form of ID and have their picture entered into the system before entering the facility.
- Guest passes give people access to the building for one full day.
- Guests will be subject to sex offender screening

Cardio & Weight Room Policies

- After completion of the Blue Card Training 12 - 14 years olds may use the weight rooms accompanied by a parent or guardian.
- Mandatory Blue Card Training required for anyone under 16. Free for members and appropriate guest fees for program participant and parent/guardian.
- Children 12 years and older may use the cardio room with a parent.
- For safety reasons children under 12 years old are not permitted in the cardio and weight rooms.

Youth Policies

- Children under 12 must have an adult in the building at all times.
- Children 15 and younger must leave the building at 7pm on weeknights unless supervised by a legal guardian.

Child Watch Policies

- Child Watch is for ages 6 weeks to 9 years old.
- While children are in Child Watch, Parents/Guardians may not leave the property.
- Parents/Guardians must sign in/out children and leave cell phone number as well as who is allowed to pick up the child(ren) with the YMCA Staff.
- Children that are visibly sick, will not be permitted into Child Watch.
- Adults that use child watch for children without memberships have to pay the watch fee of \$4 per hour per child. 10 hour packages can be purchased for \$40.

Locker Room Policies

- All locks must be removed nightly. Lockers are available for rent, \$5 small and \$10 large per month.
- Children ages 6 and above of the opposite sex, are not allowed in each respective locker room.
- It is mandatory that patrons dry off in the dry off area and not in the locker room area.
- Anyone caught defacing anything in the locker rooms will be prosecuted.

Swimming Pool Policies

- Children under 10 years old need to have an adult (at least 18 years old) in the pool area.
- 13 years old and younger must exit the pool by 7pm Monday - Friday.
- Obey the lifeguard at all times, the lifeguard has final authority.
- Non swimmers must be accompanied by an adult (at least 18 years old) in the water.
- A deep water test may be requested at the lifeguard's discretion.
- All swimmers must shower before entering the pool.
- Children who are not toilet trained must wear swim diapers.
- No band-aids or open sores
- No running, pushing, or dunking
- No rough or dangerous play
- No back dives or flips off the sides. Dives are permitted in designated area only.
- Foul language will not be tolerated.
- No Food, drink or gum is allowed in the pool or locker areas.
- Stay off the ropes and lanes.
- Water exercise dumbbells are for class instruction and lap swim use only.
- Diving blocks, kick boards, pull buoys and fins are for swim team/private lesson use only.

Group Exercise Policies

- Unless approved by the instructor, spectators are not allowed to watch group exercise classes.
- Instructors reserve the right to ask any spectators to leave the area at any time.
- Shoes worn outside must be changed prior to participating in group exercise.
- To participate you must be 16 years or older. 12-15 year olds may come if accompanied by an adult and only if there is room in the class.

Behavior Policies

- The YMCA is a no profanity zone. Patrons caught using profanity will be first warned and then be asked to leave the facility.
- Patrons who verbally or physically attack staff members or other patrons will be asked to leave, police escort if needed, and criminal charges will be filed.
- The YMCA reserves the right to suspend or expel patrons from using the facility for any reason deemed fit. Any member may appeal this decision to the YMCA Executive Board within 30 days of the incident. The decision of the Executive Board is final. Individuals on guest passes do not have the right to appeal the YMCA staff decision.

Attire Policies

- Shirts, shorts/pants and closed-toed shoes are required during exercise in the workout areas and gym areas (except for shirts during basketball games in the Gym). Shoes must be worn in all common areas such as hallways and the lobby.
- All clothing must be worn appropriately, if any clothing is deemed offensive to members or staff, you may be asked to change.
- A "sports bra" is not considered an appropriate shirt.

Miscellaneous Policies

- Community service requests are available at the front desk and approved by the Executive Director. The YMCA reserves the right to deny anyone community service for any reason.
- For Financial assistance, a patron must fill out the appropriate paperwork provided at the Service Desk, which includes a membership application and a reduced fees application. Applicants must also provide proof of their current income through a previous bank statement, social security paperwork, or a pay stub and the previous year's tax return. Applications will not be reviewed until all paperwork is provided.
- If a patron is involved in an incident or is injured, a report must be filled out by a YMCA staff member. Reports will be faxed to the YMCA's insurance company within 24 hours and incidents may be reported to the Ottawa Police Department.
- The Y loves to donate back to our community. Those looking for a donation should fill out and return a donation request form located on our webpage at least 2 weeks prior to the scheduled event. The YMCA does NOT give cash donations.

Program Policies

- There are NO refunds for YMCA programs. Medical exceptions can be made at the Y's discretion.
- If a child turns the minimum age for a program during the program session, the child may register for that program.

Suggestions

- We welcome your suggestions. Please feel free to contact us by calling 815-433-2395