

# Fennville Community Athletic Center Procedures

269-561-2708

515 North Maple Street, Fennville, MI

## Introduction

The Community Athletic Center which is appraised at a value of over five million dollars is one of the premier educational and recreational facilities among high schools in the state of Michigan. The 48,000 square foot Community Athletic Center is located on the campus of Fennville Public Schools and provides many amenities including:

- Indoor multi-purpose activity room.
- Fitness center equipped with cardiovascular machines, selectorized and plate loaded strength equipment.
- Baseball/Softball cages, and Golf cages.
- Wrestling room
- One-tenth mile multi-lane rubberized, cushioned jogging/walking track. Participants may use the large mezzanine area to stretch and warm up as well as cool down after vigorous activity.
- Two spacious locker rooms.
- ADA compliant restroom facilities.
- Indoor Concession Stand.

Group and individual tours are available. Please contact the Fennville Athletic Office at 269-561-7241 to schedule activities, reserve rooms and/or receive tours of the Community Athletic Center.

## Community Athletic Center

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### Hours of Operation

#### Fall/Winter/Spring Seasons

(First day of school through last regular day of school)

Monday through Friday: 6:00 am to 10:00 am and 3:30 pm to 9:00 pm (Closed Friday Evenings)

Saturday: 8:00 am to 11:00 am

Sunday: 1:00 pm to 4:00 pm

School Vacations - Special hours will be designated during school vacations. The vacation hours will be posted throughout the facility.

## Summer Season

Monday through Friday: 6:00 am to 10:00 am and 4:00 pm to 8:00 pm (Closed Friday Evenings)

Saturday: 8:00 am to 11:00 am

Sunday: 1:00 pm to 4:00 pm

## Community Athletic Center Membership

Fennville Public School Student (7 & older)	\$20 Annual Fee
Fennville Residents	\$40 Annual Fee
Fennville Senior Citizens (62 & older)	\$20 Annual Fee
Non Fennville Resident	\$5/day

\*\*Family Rate: \$10 for each additional student membership after two (2) memberships are paid at the full rate.

\*\*Must show appropriate identification and sign membership agreement application/attend orientation class.

\*\*Family Rate applies to parents/guardians and students under the age of 18 living in the same household.

\*\*Membership Waiver: Work three (3) - three (3) hour weekends, membership fee will be waived.

## General Facility Policies

1. The Community Athletic Center is a controlled access facility. All groups must have a confirmed building use permit to be admitted to the Community Athletic Center. A valid Fennville Public Schools Fitness Center Card must be presented to be admitted to the fitness center. All residents/non-residents must sign in.
2. Appropriate attire is required at all times. Non marking soles are the only footwear permissible in the activity room.
3. The Fennville Public School District cannot guarantee the security of valuables and will not responsible for lost or stolen items. Therefore, it is our recommendation that all valuable personal items be left at home or placed in another secured area.
4. Any display of poor conduct, fighting, abusive language, or willful destruction of school property may result in loss of facility use, privileges, and, if appropriate, further disciplinary or legal action.
5. An adult must accompany any participants or spectators 12 years of age and younger. While using the facility, the child(ren) must be in direct supervision of the adult.
6. Animals are prohibited in the facility, unless utilized as a guide or assistant for people with disabilities.
7. The Community Athletic Center and the Fennville Public School Campus are smoke free environments. Tobacco in any form is prohibited.

8. All food items must be consumed in the designated and/or the concession stand areas.
9. Radios with headphones are permitted in the facility; however other audio/visual media is prohibited unless authorized by the Fennville Public Schools Administration.
10. All postings must have prior approval from administration and then be posted on general boards. Signs may not be posted on any wall in the Community Athletic Center without appropriate approval.
11. Drugs, alcohol and weapons of any kind are strictly prohibited.
12. If damages occur to the Community Athletic Center equipment or facilities, the responsible party will pay for the cost of repairs.
13. The Community Athletic Center will operate in accordance with all School District's policies and procedures.

*Attention Students: All school rules are in effect while in attendance at the Community Athletic Center. These rules are reflected in the school district's Code of Conduct.*

14. The Fennville Public Schools Administration is responsible for the operation of the Community Athletic Center and reserves the right to interpret the Center's regulations and procedures in its best interest.

### **Cardiovascular and Weight Room Policies**

1. Participants must be 14 years of age or older to use the weight and fitness equipment – must be under the direct supervision of a Fennville Public School employee or their parent/guardian. Children under the age of 14 are not permitted to use the fitness equipment.
2. No foods, tobacco of any kind, chewing gum, glass bottles, or cans are allowed. If you wish to carry a beverage with you, it must be water in a plastic container with a lid/cap.
3. Profanity and excessively loud and suggestive language will not be tolerated.
4. All users are required to bring a clean towel to use on the weight equipment, and to wipe down the cardiovascular equipment. (Covering the padded equipment with a towel helps prolong the life of the equipment and keeps everything clean for the next user).
5. Patrons should use extreme caution in lifting weights to avoid potential injuries to themselves or others.
6. All equipment must remain in the area it was placed. Moving equipment from one location to another is prohibited.
7. All equipment must be used in the manner for which it was designed. Do not attempt to modify the equipment.

8. Outside personal training is prohibited. Personal assistance may be arranged through the athletic office.
9. Do not attempt to use equipment if unfamiliar with the proper use. Please ask the weight and fitness staff for assistance.
10. Appropriate exercise attire is required in the weight and fitness rooms. T-shirts, shorts, warm-up suits, sweat suits, aerobic attire, and athletic shoes are required. Sandals, open toe shoes, hard-soled shoes, string tank tops, cut-off tank tops, mesh tank tops, street clothing, and anything that compromises the safety and professionalism of the weight and fitness equipment is prohibited.
11. Personal belongings such as backpacks, wallets, etc., may not be placed anywhere in the weight and fitness rooms.
12. Please direct all questions, concerns, and maintenance needs to the Fennville Athletic Office.
13. A 30 minute time limit on cardiovascular machines must be observed when someone is waiting. The weight and fitness staff will determine when to enforce time limits.
14. Patrons must wipe down machines after use.
15. All weight training should be performed in a controlled, safe manner. Dropping, slamming, or bouncing of weights (both free weights and selectorized weight training equipment) is prohibited.
16. Spotters are mandatory for all lifters.
17. Dumbbell use is limited to one set of dumbbells at a time.
18. All free weights and dumbbells must be returned to appropriate racks when finished.
19. The use of chalk is prohibited.
20. Weight collars (plate restraining devices) are required for the free weight area.
21. All free weight equipment must be kept in the free weight area.
22. Weights and bars of any kind should not lean up against the walls, pillars, equipment, or mirrors.

### **Jogging/Walking Track Policies**

1. The jogging/walking direction will be rotated daily. Please follow the posted direction.
2. The inside lane is for slower walkers/joggers; faster joggers should move to the outside lane.
3. Stretching is allowed in the mezzanine area only.

4. For safety purposes, no loitering is permitted on the track surface.
5. Observation of the multi-purpose activity located on the lower level should take place from the lower level. Please do not stop on the walking/jogging track to observe the activity on the lower level multi-purpose room.

### **Parking**

Parking is available on the high school campus of Fennville. Parking availability during regular school hours will be limited to the area designated for visitors adjacent to the Community Athletic Center.

### **Lost and Found**

Lost and found items will be kept for one month. Please contact the athletic office at 269-561-7241 for lost items. The Fennville Public School District is not responsible for lost or stolen items.

### **Locker and Shower Rooms**

The two locker rooms will be reserved for specific programs. Locker rooms and shower facilities will be available for community use. All locks must be removed daily.

### **Rental Policies**

Any individual or organization that has not been approved for a fee waiver by the Fennville Board of Education must be charged for the use of our school district's facilities.

Custodial overtime is charged to all groups using a facility beyond regular custodial coverage and/or if additional custodial personnel are required for an event. Information provided on the facility use application will determine if the following fees may apply to your use of the Community Athletic Center:

- Facility rental (per area/per hour)
- Custodial overtime (3 hour minimum)
- Room set up and breakdown
- Equipment use (audio/visual, multi media equipment)
- Snow removal/salting

All charges will be based on your actual use of the facility, plus clean-up. This amount will be included in your invoice.

In addition, insurance coverage is required when an admission fee is being charged for an event. Insurance coverage is required for building use in the Fennville Public School District.

Insurance certificate must include:

1. A policy with a single limit of \$500,000 for each personal injury and property damage.
2. The school district must be named as additional insured under the terms of the policy.

3. The policy must be written in such a manner that it is "Primary Coverage" regardless of any other liability insurance that the school may carry.

A copy of the insurance certificate must be sent to the Athletic Director's office, prior to your facility use of the Community Athletic Center. Insurance certificates are to be mailed to Fennville High School, Director of Athletics, 4 Memorial Drive, Fennville, MI 49408.

## **Fee Schedule**

### **Meeting/Activity Rooms**

Any group approved for a fee waiver by the Fennville Public Schools Board of Education will be able to use any meeting, activity or conference space at no cost. All other organizations please refer to the schedule below.

Meeting Room	\$20/hr
Indoor Activity Room	\$30/hr
Fitness Room	\$40/hr

### **Basketball/Volleyball Court**

Basketball/Volleyball Court	\$300: First Day, \$200 Each Additional Day (6AM – 10PM)
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\*\*\$25 each additional hour before 6AM and or after 10PM

### **Indoor Track**

Indoor Track	\$40/hr
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*Indoor track rentals will not be available during student and community hours.*

The board of Education does not discriminate on the basis of religion, race, color, national origin, sex, disability, or age in its program, activities, or employment.

Further, it is the policy of this District to provide an equal opportunity for all students, regardless of race, color, creed, age, disability, religion, gender, ancestry, national origin, place of residence within the boundaries of the District, or social economic background, to learn through the curriculum offered in this District.