

**GYM/FITNESS FACILITY USE REGULATION**

The gym/fitness facility is designed primarily to enhance learning opportunities for students. The school district recognizes that it is not the only authorized user of the gym/fitness facility and other users will frequently be using the school district's facilities.

The Principal is responsible for coordinating gym/fitness facility use. Requests for use of the gym/fitness facility shall be filed with the Principal.

It shall be the responsibility of the entity using the gym/fitness facility to comply with the requirements of the law and school district policy and its supporting administrative regulations.

**EXPECTATIONS**

**Who is eligible for a key?**

To be eligible for a key, each person associated with that key must participate in a formal training. (Training TBD).

**Age:** A person must be 18 or have graduated from high school in order to have sole possession of a key. Students 10-18 may be part of a family key.

**Non-district individuals:** Non-district staff members and immediate family members may use the facilities and be a "key holder".

**Hours**

Daily from 5 AM to 10 PM

Out of town guests may get a key (short-term) by contacting the superintendent/designee.

**Activation fee- (non-refundable)**

\$50 per key

**Deactivation**

Key deactivation is at the sole discretion of the superintendent or board appointed designee. Examples of deactivation would be violation of the facility expectation guidelines, violation of the law, or any action deemed unnecessary in by the superintendent/designee.

Key holders having key deactivated will be notified via text or email.

Deactivated key holders may request in writing, at least 2 weeks before a regularly, a board hearing if they believe their key deactivation was unjust.

Keys will be deactivated based on the superintendent/designee discretion.

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**Approved:**

**Reviewed:** June 18, 2013

**Revised:**

**Reactivation**

Those wishing to have their key reactivated must attend another mandatory facility use training.

\$100 non-refundable reactivation fee (this fee may double with each reactivation)

After serious or multiple infractions, a key may be permanently terminated.

**Use**

The fitness room may only be used for the activities in which it was intended.

The gym shall only be used for exercise classes, basketball or volleyball.

Other exceptions can be made through the superintendent/designee.

Exceptions will be done in writing via email.

Entry to and exit from the facility must be through controlled access points only. Other exits should be used for emergencies only.

The school is a gum, tobacco, and alcohol free. (This includes e-cigs.)

The facilities may be closed to members and guests for maintenance and school events.

The school reserves the right to deactivate any key for any reason.

Dry, clean shoes are a must. Proper gym/fitness center attire

Clean up

Each key holder is responsible for cleaning up after themselves and their guests and cleaning of equipment.

Exterior doors are NEVER to be propped open.

If using the facility during the winter, it is expected that you use the shovel (provided) to clear a path for others entering.

Non-profit groups are responsible for cleaning the facility (checklist).

**Common Areas**

Be respectful of the facility and courteous to others.

No horseplay.

Clean up after yourself and guests.

Please keep hands and feet off walls, glass, and ledges.

No glass containers allowed.

Report any misuse immediately to the school office (712) 676-3313 or [gymfitness@schleswig.k12.ia.us](mailto:gymfitness@schleswig.k12.ia.us)

**Gym**

Be respectful of the facility and courteous to others.

Must wear clean, dry shoes

No glass containers.

Clean up after yourself and guests.

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**Approved:****Reviewed:** June 18, 2013**Revised:**

Only exercise classes, basketball, and volleyball are allowed. Other activities may be permitted with approval of the superintendent/designee. The bleachers and stage are off limits.

No horseplay.

Only side court games may be played. Full court games may be permitted with the approval of the superintendent/designee.

8<sup>th</sup>-12<sup>th</sup> grade students are permitted to use the gym without parent supervision. No guests are allowed without key holding parent supervision. All other children must be accompanied by an adult family member card holder.

Report any misuse immediately to the school office (712) 676-3313 or [gymfitness@schleswig.k12.ia.us](mailto:gymfitness@schleswig.k12.ia.us)

**Fitness Room:**

Anyone using the fitness center must agree and sign a liability waiver.

Be respectful of the facility and courteous to others

Must wear clean, dry shoes

All equipment is to be used as designed. No horseplay.

Workout attire must be worn. No jeans or open toed shoes.

No glass containers

Personal music or screen devices must use headphones.

Put weights back on racks.

Wipe down/disinfect all equipment after use.

Clean up after yourself and guests.

Students in 7<sup>th</sup> & 8<sup>th</sup> grade may use the facility only with key holding parent supervision.

Students in grades 9-12 must be accompanied with someone the same age or older. (Only 1 guest per key holding student. Guest must have signed liability waiver on record prior to use.)

Report any misuse, faulty equipment, or facility needs immediately to the school office (712) 676-3313 or [gymfitness@schleswig.k12.ia.us](mailto:gymfitness@schleswig.k12.ia.us)

The school district reserves the right to charge all costs, including attorneys' fees, which may arise to the authorized user for the sponsored or authorized user's failure to comply with the law, board policy and administrative regulations.

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Approved:

Reviewed: *June 18, 2013*

Revised:

**SCHLESWIG COMMUNITY SCHOOL**  
**INDIVIDUAL REQUEST FORM FOR THE USE OF SCHOOL FACILITIES**

1. PERSON REQUESTING KEY: \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
TELEPHONE \_\_\_\_\_ E-Mail Address \_\_\_\_\_

2. FACILITY REQUESTED FOR USE: (Circle) **GYM - FITNESS CENTER –WALKING TRAIL**

3. ANYONE USING SCHOOL FACILITIES MUST ACKNOWLEDGE THE FOLLOWING:

- a) FIRE EXIT LOCATIONS ARE KNOWN AND ACCESSIBLE FOR EMERGENCY USE BY OCCUPANTS AT ALL TIMES AS THE LAW REQUIRES.
- b) STATE LAW AND SCHOOL POLICY WILL BE OBSERVED REGARDING POSSESSION AND USE OF TOBACCO (OR SIMILAR PRODUCTS/E-CIGARETTES) ALCOHOLIC BEVERAGES OR ILLEGAL SUBSTANCES ON THE PREMISES.
- c) KEYHOLDER AGREES TO PAY FOR ANY DAMAGES OCCURRING TO SCHOOL PROPERTY DUE TO THE ACTIVITIES OF KEYHOLDER(S) OR GUEST(S).
- d) AGREE TO ACCEPT THE LIABILITY FOR ANY ACCIDENTS OR INJURIES OCCURRING DURING USE OF THE FACILITIES. SIGNED FACILITY USE AGREEMENT MUST BE ON FILE WITH THE DISTRICT PRIOR TO USAGE.
- e) TO RESERVE PART OF THE CENTER FOR GROUP USAGE, A SEPARATE SIGNED FACILITY REQUEST FORM MUST BE COMPLETED AND ON FILE WITH DISTRICT PRIOR TO USE FOR EACH EVENT.
- f) ANYONE USING SCHOOL FACILITIES IS RESPONSIBLE FOR LEAVING THOSE FACILITIES IN THE SAME, OR BETTER, CONDITION AS THAT IN WHICH THEY WERE FOUND.
- g) KEY DEPOSIT MUST BE PAID IN FULL PRIOR TO USE.

4. FAMILY MEMBERS COVERED BY THIS AGREEMENT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(SEE FACILITY USE REGULATION FOR AGE REQUIREMENTS FOR FACILITY USAGE)

**"I AGREE TO COMPLY WITH TERMS AND CONDITIONS SET FORTH IN THIS APPLICATION."**

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

**COMPLETED APPLICATION AND FEES MUST BE TURNED IN TO THE ADMINISTRATION OFFICE NOT LESS THAN ONE WEEK PRIOR TO REQUESTED USE DATE. SCHLESWIG SCHOOL DISTRICT RESERVES THE RIGHT TO CANCEL RESERVATIONS.**

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FOR OFFICE USE ONLY:

Key deposit \$50.00 \_\_\_\_\_ DATE REC'D \_\_\_\_\_

Key ID # \_\_\_\_\_ DATE ISSUED \_\_\_\_\_

APPROVING OFFICIAL \_\_\_\_\_ DATE \_\_\_\_\_

TRAINING OFFICIAL \_\_\_\_\_ DATE \_\_\_\_\_

## SCHLESWIG GYM AND FITNESS CENTER USE AGREEMENT

IT IS HEREBY AGREED BY AND BETWEEN, the Schleswig Community School District [hereinafter, District] and the undersigned [hereinafter, Patron], as follows:

1. Patron agrees to pay a one-time non-refundable key card issuance fee of \$50 to the District. The key card permits access to the District's gymnasium and fitness center [hereinafter, Center]. Access to the Center, other than for attendance at District events, is not permitted during the school day or during periods of other District use without permission from district administration.
2. Patron acknowledges that there will be no supervision of the use of the Center by Patron or Patron's guests.
3. Patron acknowledges that the District will track his or her use of the Center by logging when Patron's key card is used to access the Center and by use of video cameras or other means.
4. Patron acknowledges that he or she has been trained by the District in the safe use of the Center and in the safe use of equipment in the Center. Patron further acknowledges receipt of the Center's rules and expectations and agrees to abide by them and any subsequently adopted rules and expectations.
5. **Patron agrees that his or her use of the Center entails inherent risks associated with such use, including but not limited to risk of physical injury from improper use of equipment in the Center, and risks inherent in physical exercise. Patron acknowledges that he or she is solely responsible to protect himself or herself and his or her permitted guests from risk of injury at all times when using the Center or its equipment.**
6. **Patron does hereby release, acquit, and forever discharge District, together with its past and present officers, directors, employees, related and affiliated entities, successors, agents, heirs, assigns, and insurers, and all other persons, firms and corporations, from any and all liability whatsoever, including all claims, demands, and causes of action of every nature affecting Patron, jointly or severally, which has, may have, or ever claim to have arising out of Patron's use of the Center.**
7. Patron acknowledges that this Agreement may be amended from time to time at the sole discretion of the District. Patron further agrees that his or her right to access the Center may be revoked at any time by the District for violation of the rules and expectations of the Center or for any other reason deemed sufficient by the District.

Dated at Schleswig, Iowa, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ .

\_\_\_\_\_  
Patron

\_\_\_\_\_  
Additional Users

\_\_\_\_\_  
Patron

\_\_\_\_\_  
Additional Users