

**THE TRUSTEES OF THE GUILDFORD WATERSIDE CENTRE
(GWC) HAVE INSTALLED THE FOLLOWING:
CONDITIONS OF USE-RELATING TO GWC GYMNASIUM/FITNESS
ROOM (Gym) & EQUIPMENT CONTAINED THEREIN**

1. Only fully paid up members of one of the Member Clubs of the GWC, are permitted to use the Gym. The Trustees may grant additional specific usage. (Users)
2. Applicants must complete an application form, including a health questionnaire section, to allow use of the Gym. This is to enable Gym Instructor to identify health risks. In some circumstances a doctor's consent is required before Gym use is permitted.
3. All users must undergo Induction Training for the safe use of the equipment. A qualified and designated Gym Instructor must carry out this training.
4. A Parent or Legal Guardian is required to sign the GWC Application Form for the use of Gym for anybody under 18 on the day of induction.
5. All equipment must be used in the correct manner for which it was designed and each user must give due regard to their own health and safety and to that of others.
6. All equipment, especially free weights, must be returned to its storage rack or position at the end of each training session.
7. The GWC Trustees & Management will make every effort to maintain the equipment in good condition and in good working order. Any faults found must be reported immediately to the GWC Gym Manager or a Gym Trainer. The fault should be recorded in the Gym Equipment Book, and noted on the white board so to highlight the fault to the Gym Manager. When any piece of equipment is out of order, no one must use any part of that piece of equipment until it is restored to full working order with any sign/hazard tape removed.
8. Users are not permitted to bring friends or family for a 'one off' session. In the event that this situation does occur, the user concerned will suffer the loss of their own Gym use for putting the GWC Trustees at risk of litigation. This will be taken very seriously indeed.
9. Spectators are not permitted in the Gym at anytime.
10. Users must always exercise with a training partner or with someone else present in the Gym. Failure to do so puts the user at risk.
11. Users must behave reasonably at all times. Unreasonable behaviour includes bad language/racist remarks etc.
12. Users under the age of 18 years are not allowed in the Gym with the following three exceptions: -
 - a) Users aged 16 & 17 years can be admitted into the gym if they are part of a WKC Training Group (see 12c) or are under the supervision of a Gym Trainer.
 - b) Users aged 14 & 15 can be admitted into the Gym if they are supervised by GWC qualified trainer and with a ratio of one trainer to six users.
 - c) Specific rules for the use of the gym for the junior members of Wey Kayak Club (WKC). Users under the age of 18 must not train without a coach present, unless as part of a designated training group, with a minimum number of three people, approved by the GWC Gym Manager, in discussion with the WKC groups Coach. (NB; the designated training groups as agreed by the Coaches, are determined by the user's standard on the water). Users under the age of 16 cannot use the gym without the express permission of the GWC Gym Manager. Any WKC Coaches who wish to take a user into the Gym must discuss and agree it with the GWC Gym Manager first.
If a WKC Coach feels that a junior user is physically ready for gym training with a higher group, this must first be discussed and agreed with the GWC Gym Manager.
13. All users must be appropriately dressed when using the Gym. Shirts must be worn at all times (normally a T-shirt or vest). Appropriate and clean footwear must be worn (normally full trainers).
14. Water consumption is recommended whilst in the Gym. The use of other drinks such as protein or carbohydrate drinks are permitted, however these can be sticky and users leaving a residue of such drinks anywhere within the Gym through drips/spills must clean this up thoroughly or lose the right to use such drinks in the Gym again.
15. No food is to be taken into the Gym.
16. Users are requested to carry a small towel whilst training to wipe machines after use.
17. Mobile phones, if brought into the Gym, must be on silent.
18. The Gym will have times when the certain groups are allocated use of the facility. A timetable will be displayed which must be strictly observed. The group with an allocated time slot will be fully justified to require those who are not part of their group to leave the gym. Groups must vacate the gym by the end of their time slot and those repeatedly leaving late may have their time slot altered or removed altogether.
19. The use of the Gym while feeling unwell because of temporary illness such as a cold or fever, or against medical advice, is not permitted. This is for the well being of the user and others.
20. The GWC Trustees accepts no liability for any injuries, damage or loss, however caused, while using the Gym. The Centre Accident record book is kept by the pay phone and must be completed in the case of any accident or injury.
21. Failure to comply with any of these Conditions of Use, or unreasonable or inconsiderate use of the Gym or its equipment, may result in use of the Gym being withdrawn.
22. The Trustees of the Guildford Waterside Centre are the final arbiters in any decision regarding the use of the Gym and its equipment.
23. Details of all Gym users will be held on the GWC Database & folder.
24. The last person to leave the gym must close all the windows, switch off the lights, sound system, TV, ceiling fans and heaters in the gym and then lock it and leave it in a secure condition.

REQUEST for issue of GYM KEY. Keys to the GWC Gym are issued at the discretion of the GWC Committee, subject to payment of a **non-refundable administration fee**. Keys remain the property of the GWC at all times. You agree to take reasonable care to safeguard keys issued to you, not to pass them to any other person, and to return them on expiry of your membership, or on request by GWC Committee or its authorized person. The issue of keys is delegated to the Wey Kayak Club. Make cheques payable to: **WEY KAYAK CLUB**.

Key Holder Name: _____ Administration Fee of £ _____ paid.

Key Issued By: _____ Signature: _____ Date: _____