



<b>POLICY NUMBER</b>	MSLC004
<b>DATE ISSUED</b>	
<b>APPROVED / ENDORSED BY</b>	MSLSC Executive Management Committee 09/08/18
<b>REVIEW DATE</b>	

## PURPOSE

This policy provides guidelines for the access and safe use of the gymnasium and related equipment.

## OBJECTIVE

This policy is to ensure all members and visitors understand their obligations concerning the use of the club gymnasium.

## SCOPE

Access to the gym is a peripheral benefit to lifesaving members to encourage fitness and strength for carrying out lifesaving duties and for participation in Surf Sports. To ensure the protection of members and provide a safe environment the following guidelines should be followed.

## Guidelines

- Members must complete a Gym member application form
- Members must complete a Gym Induction with a person endorsed by the CTO
- Members must adhere to all aspects of the Gym Code of Conduct and terms and conditions
- Members under the age of 16 must be under the supervision of a Coach, Training Officer or a suitably endorsed person of the CTO

## Associated Documents

- *MSLC Gym Membership Application Form*
- [MSLC Gym Pre-Activity Questionnaire](#)
- [MSLC Gym Induction Form](#)
- [MSLC Terms & Conditions](#)
- [MSLC Gym Code of Conduct](#)
- *MSLC Incident Reports*
- *MSLC Maintenance Request Form*

## SPECIFICATIONS

1. All members train at their own risk. No responsibility will be taken for injuries incurred as a result of entry or using gym equipment.
2. Members and Visitors must be current financial, and proficient (Long Service or Life Members need not be proficient) members of the Club or SLSC Visiting Members must meet the same criteria and provide written evidence from their Club.



3. Gym use is restricted to the following members:
  - Active Club members who are 17 years of age and over, and are Rostered Patrolling
  - Bronze Medallion/ Surf Rescue Certificate holders currently meeting their patrol obligations or
  - Cadet members 15 years of age and over whilst under 17 years of age where such member is accompanied and supervised by a Club member authorised to use the Club Gym;
  - Long Service members: or
  - Life Member: or Honorary members who are approved by the Board.
  - Officers of the Club as defined in the Constitution & By-Laws.
  - ***Children (under 15 years of age) are not allowed into the gym under any circumstances.***
  - Members aged 17 are permitted access to the gym if in the presence of another member of equal age or over.
4. Any member who does not have a workout program, or is unfamiliar with using the equipment, must gain orientation tour / programme before using the facility. Please contact the office to arrange. The Club employee / volunteer must not offer fitness advice/instruction.
5. All rules displayed in the gym must be complied with, failing to do so may result in the management terminating the members use of the gym.
6. Any member who acquires a medical condition or has an injury must not use the facility until medical clearance is obtained.
7. Members will be diligent in the use of equipment and mindful of other members.
8. Gymnasium hours 5am - 9pm Monday to Sunday.

### PROCEDURE

1. All Members and Visitors must complete a MSLSC Gymnasium declaration (Available from the office).
2. Ensure all sand is washed off and you are dry before entry to the gym.
3. All gym members must sign in and out.
4. No sand in the gym.
5. No wet clothing in gym or on machines.
6. No inappropriate music – please consider others.
7. Wear covered shoes.
8. Wear a T shirt / Singlet.
9. Use a towel.
10. Wipe down machine after use.
11. Put weights and equipment back in storage area after use.
12. If you are unsure on how to use any of the equipment please seek assistance from the office to avoid injury.



13. Report all incidents to the MSLSC Admin Office. Incident Reports are Craft Area in white box.
14. To report damaged equipment to Admin Office please fill out a Maintenance Request Form @ Admin Office.

### ACCESS ENTITLEMENT

For insurance and sound management, membership to the gym is granted to financial members who have applied with the relevant forms and achieved the pre-requisite inductions. This includes:

- Life Members
- Patrolling Active and award members
- Long Service members
- Probationary members who are enrolled in award training will have gym access once the award pre-requisites, gym application and inductions have been completed.
- Non patrolling award members that aren't long service ie SRC parents,????
- Non-award members that provide volunteer service may apply for gym membership. These applications must be in writing and addressed to the CTO and endorsed via management committee approval. This includes but is not limited to
  - Members of a Mooloolaba SLSC associated committee
  - Coach's
  - Associate members with a role that adds benefit to the club
  - Mooloolaba Supporters Club employees (after probationary period)
- Access is controlled with an access fob. Fob access will be provided on approval. Replacement fobs will cost the member \$10.

### Compliance

*The Chief Training Officer is the Use of Gymnasium policy document owner. Their responsibilities include*

- *Monitoring gym use*
- *Management of gym equipment through organising regular maintenance and servicing of equipment*
- *Ensuring the management of a clean and hygienic gym*
- *Seeking feedback from gym users*
- *Policy review*
- *Any grievance with this policy must be directed to the CTO in writing*
- *Failure to comply with the above rules and the gym code of conduct could result in suspension, cancellation and/or permanently restrict a Club member from accessing the gym.*
- *At the prerogative of the executive committee, the gym may be closed to facilitate club activities on a needs basis.*
- *If any member is found to have given access to persons that are not authorised to enter the gym may have the gym membership suspended or cancelled.*