

## Burke Centre Conservancy

# 2018 POOL MEMBERSHIP RULES

Approved 3/20/2018

All five Burke Centre pools are scheduled to open on the Saturday of Memorial Day weekend, and close for the season on Labor Day. The Board of Trustees may opt to extend the pool season prior to Memorial Day weekend and/or after Labor Day weekend. Pool memberships and guest passes may be purchased at the Conservancy office, which is located at 6060 Burke Centre Parkway. Office hours are Monday-Friday, 9:00 AM-5:00 PM and Saturdays 9:00 AM-12 NOON.

## 1.0 MEMBERSHIP DESCRIPTIONS

**Pool Member—Resident and Conservancy Member:** Conservancy member in good standing -- having all assessments current, all fees relating to pool membership paid in full, and has agreed to abide by Burke Centre's pool membership rules.

**Pool Member—Non-Resident:** Individual or family who has paid all necessary fees for pool membership as determined by the Board of Trustees and has agreed to abide by all pertinent rules of the Conservancy.

Eligibility for membership to the pools will be determined at the time of initial (new or renewal) application only. Members may not be added to the application during the season.

### 1.1 FAMILY MEMBERSHIP

Family membership shall be limited to up to two (2) adults, and all legal dependents of members residing in the same home that are under the age of 23, as of the first day of the pool season (definition does not include those who are ages 23 & older). Additional adults residing in the home, **including extended family members, and Au Pairs**, who are able to verify it as their residence will be eligible to purchase individual pool memberships. Acceptable proof of residency items include: driver's license, original utility bill, personal check, etc. \*Additional members may **NOT** be added to the application after the initial registration is completed.

### 1.2 SINGLE MEMBERSHIP

Single membership shall be available for: (a) individuals not qualifying for a Family membership as defined in Section 1.1 above; (b) a single adult whose child or children are age four (4) and under as of the first day of pool season; or c) a child who is at least **12** years of age and can pass a swimming test conducted by lifeguards.

### 1.3 SENIOR CITIZEN MEMBERSHIP

Discounted membership program available to those age 65 and older, proof of age required at the time of registration. Senior- Single: member age 65 and older. Senior-Couple (for Burke Centre residents only): One member age 65 and over and their spouse.

### 1.4 GUEST PASSES

**Guest passes are available for sale only to current season Burke Centre pool members! All guest passes are available for purchase by a current pool member at the Conservancy office, Monday-Friday, 9:00 AM–5:00 PM and Saturdays from 9:00 AM–12 NOON. Non-Refundable.**

Burke Centre pool members may bring guests to the pools. Members must sign the guest in/out when arriving/leaving the pool, use a guest pass for each guest over the age of four and the Burke Centre pool member must stay at the pool while hosting a guest(s).

Guest passes are limited to 30 visits per membership application. The total number of guest visits sold to any Burke Centre pool member may not exceed a total of 30. This can be a combination of 10-visit guest passes and daily guest passes, or can be a total of 30 daily guest passes or a total of three 10-visit guest passes.

Pool membership and guest passes are the right and property of the Conservancy, are not transferable (see B. below) and may be revoked at any time.

- A. **Daily Guest.** Good for one pool visit. Single use daily guest passes are available throughout the season. Non-pool members **must** be accompanied to pools by a Burke Centre pool member. The Burke Centre pool member must stay at the pool while hosting a guest(s).
- B. **10-Visit Guest Pass.** Offers discounted guest pool entrance fees for 10 individual pool visits. Pool member must accompany and sign in all guests. **Any unused visits shall be transferable to the following year for Burke Centre resident pool members ONLY. Unused visits are non-transferable for non-resident pool members whether full pass has been used or not.** No exceptions.
- C. **Individual Weekly Pass (Burke Centre residents only).** Seven (7) consecutive days; one-time purchase only; ages **12 & up** **Usage dates must be filled in by a Conservancy staff member only. Non-Refundable and valid for current pool season only.** Passes must be purchased at the Conservancy office. **Burke Centre residents must be in good standing to purchase.** Applicants are required to submit a pool application form when purchasing this pass. The fee paid for this pass may

be credited toward the purchase of a current season's full pool membership following expiration date. Not available to current year Burke Centre pool members.

## 2.0 ADMITTANCE

### 2.1 POOL MEMBERS

- A. All pool members **5 years and older** must present pool photo I.D. cards at the time of admittance to any Burke Centre pool.
- B. Children ages **11** and under who have **not** passed a swim test conducted by the lifeguards must be accompanied by an adult age 18 or older.
- C. Children ages **12** and older may enter the pool unaccompanied **after passing a swim test conducted and noted by lifeguards** (ID card will be marked appropriately, the designation will be added to any new passes that are issued). Children **under the age of 12** who pass the lifeguard's swim test must be accompanied by a Burke Centre pool member age **16** or older.

AGE	With Swim Test	Without Swim Test	Requirement
11 & Under		X	Accompanied by parent or Adult 18+
11 & Under	X		Accompanied by pool member 16+
12 & Older	X		May enter pool unaccompanied

- D. Anyone who fails to obey a guard's direction, misbehaves or endangers the safety of others may be suspended from the pool (see Section 5.0-C). I.D. cards will be held and returned to the Conservancy office. In the case of those who are age 17 & under, cards will only be released to parent or guardian.
- E. Individuals not yet toilet trained will be admitted to the main pool when accompanied by a parent or adult (18 years or older) and wearing appropriate covering such as disposable diapers made specifically for swimming. This privilege may be suspended at the discretion of the pool manager based on the size and character of the crowd with regard for the safety of the child. The executive director or his designee will reserve the right to prohibit those children from the main pool given due cause.
- F. The manager, will at his/her discretion, restrict or suspend entry as required to maintain maximum occupancy levels.

CAPACITY LEVELS	MAXIMUM FACILITY LOAD	MAIN POOL	WADING POOL
Commons Pool	338	317	21
Landings Pool	230	193	37
Oaks Pool	231	194	37
Ponds Pool	187	173	14
Woods Pool	230	193	37

**NOTE: County Health regulations dictate that the pool must be closed, super-chlorinated and cleaned when contaminated with human waste. It is the responsibility of members to attend to their children accordingly to avoid closure of the pool. Fairfax County requires pools to be closed for a minimum of two (2) up to 16 hours when contaminated!**

### 2.2 GUESTS

- A. All guests must abide by the same rules and regulations as members.
- B. Members must purchase and present a guest pass and the guest must be signed in at the pool including name, address and phone number (in case of emergency) when arriving at the pool. A member's guest may re-enter the pools on the same day without using an additional pass/punch, provided they are accompanied by the member and the member completed the daily "Guest Sign-in / sign-out" procedure when they first arrived at the pool that day. If the "Guest Sign-in / sign-out" was not completed and cannot be verified for that day, then use of a new guest pass/punch will be required.
- C. Pool members must remain at pool while hosting a guest(s) and will be held responsible for guests.

Members may not bring more than three (3) guests to the pools at one time, without prior notification to the pool manager. Admittance of guests is also dependent on pool capacity and at the pool manager's discretion. Members must remain at pool while hosting a guest(s) and will be held responsible for guests.

### 3.0 PHOTO I.D. CARDS

- A. **REPLACEMENT I.D. CARDS AND/OR STICKER:** If your pool photo I.D. card(s) and/or sticker(s) are misplaced during the current pool season there is a cost for each replacement card and/or sticker (see attached rate sheet for fees). NO REFUNDS will be given for replacement I.D. cards once they have been made.
- B. All pool members over the age of four must have a photo I.D. card with current photograph.
- C. Children's Photo I.D. cards must be updated every three years and all other photos should be updated if member's appearance has changed dramatically.
- D. All Family membership I.D. cards will be processed at the same time. To avoid delays in processing, all photos should be submitted at the same time. Cards & stickers will be issued only after receipt of all required photographs.
- E. In the event that a temporary pass must be issued, the pass is good only for those listed on the pass and for the dates listed on the pass. There will be no extensions given for temporary passes once they are issued, unless the required photos have been submitted.
- F. Pool members are encouraged to keep photo I.D. cards from year to year.

### 4.0 POOL RULES

#### 4.1 GENERAL

- A. All persons shall obey the instructions and respect the authority of the lifeguards. Failure to do so may result in immediate suspension.
- B. No persons shall use the pool unless it is officially open and lifeguards are on duty. Unauthorized use of the pool before or after hours will constitute a trespass and all violators may be subject to prosecution.
- C. Persons must stay clear of the guard stations and not loiter at the check-in desk.
- D. All members and their guests are required to wear appropriately fitting attire, specifically manufactured for swimming. Clothing should be suitable for a family environment (i.e., thongs are prohibited). Street or work shoes are not permitted on the pool deck.
- E. Electronic devices that are brought to a Burke Centre pool for the personal use of a pool member must be operated at such a level so that the sound does not leave the immediate area where it is placed. Additionally, pool members are encouraged to use headsets/earphones.
- F. No pets are permitted in the pool facility **with the exception of service animals, i.e., Seeing Eye dogs. Per Health Department regulations, no animals will be allowed in the water.**
- G. Securely fitting personal floatation devices such as water wings, nek doodles, properly secured life/swim vests, noodles, noodle-style chairs, small inflatable rings and baby seats (with an outer diameter of 24" or less) may be worn in pool areas with a water depth of 4' or less. Absolutely no floatation devices may be used in lap lanes, water depths over 5', or diving areas. Rafts, tubes, and covered floatation devices are prohibited. Children using floatation devices must be under the direct supervision of, and accompanied in the water by an adult and/or caregiver at all times.

All items deemed acceptable for pool use, will be at the discretion of the pool manager and based on the size of the crowd with regard for the safety of all pool members.

Acceptable floatation devices are pictured below. Full size devices (exceeding 24" in length) and covered floatation devices are prohibited.



WINGS



NOODLES



NOODLE-CHAIR



NEKDODDLE



24" RINGS



SWIM VEST



BABY SEAT

- H. Wheeled vehicles (bicycles, skateboards, hover boards, rollerskates/rollerblades, hee-lies (shoes with wheels), etc.) and playpens are not permitted in the pool area. Exceptions include wheelchairs and strollers (see Section 4.2.2-C). Bicycles are to be placed in the racks provided and kept off the access ways to the pools.

- I. The Conservancy is not responsible for items left at pools. Items found and turned into the Conservancy office will be held for no longer than 30 days.
- J. Profane language will not be permitted in the pool facility.
- K. Food and drink must be consumed in designated eating areas. Per Fairfax County Health Department regulations, **the consumption of food and/or beverage on the pool deck is prohibited.** Food/beverage containers must be plastic or metal only. Glass containers are not permitted in the pool enclosure. All refuse must be placed in containers provided.
- L. Chewing gum is not permitted inside the fenced pool area.
- M. Drugs/Alcoholic beverages and persons under the influence of drugs or alcohol will be denied entrance or asked to leave the pool.
- N. Smoking/Vaping is not permitted in any pool area including areas designated for food and beverage consumption.
- O. Use of remote controlled devices (drones, helicopters, boats, etc.) is not permitted in or above pool grounds.

#### **4.2 HEALTH AND SAFETY**

- A. Fairfax County Health regulations dictate that pools must be closed, super-chlorinated and cleaned when contaminated with human waste. It is the responsibility of members to attend to their children accordingly to avoid closure of the pool. *Fairfax County requires pools to be closed for **two (2), up to sixteen (16) hours*** based on the level of contamination.
- B. Pools will be closed and cleared under the authority of the pool manager when electrical or thunderstorms are in the area. Any person who refuses to leave the pool when asked to do so by pool personnel will be subject to suspension of pool privileges and their membership fee will be forfeited for that season. **Pools must remain closed for at least 45 minutes following the last clap of thunder and/or bolt of lightning.**
- C. A fifteen-minute break period will be observed each hour of operation. At the beginning of the break period the pool will be completely cleared. After the guards check the pool, lap swimming may be permitted at the discretion of the pool manager. All members and guests must exit the pool.
- D. **Lap Swim is designated for lap swimming only.** During designated Lap Swim hours, non-swimmers are permitted to remain inside the pool fence or on the pool deck, however, they are not allowed to linger, sit near the edge of the pool, or to soak their feet in the pool during this time.
- E. Persons unable to demonstrate to the lifeguards an ability to swim are not permitted in deep water **(five feet and over).**
- F. All persons must take a shower prior to entering the pool. Swim privileges shall be refused to all persons having colds, coughs, inflamed eyes, infections, open wounds/sores or wearing bandages or non-waterproof casts. Spitting and spouting of water or similar unsanitary actions are not permitted.
- G. Running, pushing, dunking, rough play, standing or sitting on another's shoulders, somersaults and other dangerous actions are prohibited.

##### **4.2.1 DIVING AREA**

- A. Diving board use is limited to persons who have proven to lifeguards an ability to swim.
- B. Only one person at a time is allowed on the diving board.
- C. Users must delay a dive until the area is clear of other swimmers.
- D. Repeated bouncing, racing, or other dangerous actions on the diving board are prohibited. Acceptable dives include: Forward Dive; Forward Dive with a Twist; Swan Dive; Jack Knife; Backward Dive; Backward Jack Knife; Forward Somersault and Forward 1½ Somersault.
- E. General swimming in the diving area is prohibited while the diving board is open for use. Divers must swim directly out of the area after each dive.
- F. Wearing goggles/face masks while diving off the diving board is prohibited.

##### **4.2.2 BABY POOL**

- A. Use is restricted to children five years of age and under, and must be accompanied by a parent or a person who is at least 18 years or older who will be held responsible for the behavior of the child.
- B. Babies/toddlers in diapers must wear disposable diapers made specifically for swimming.

- C. Strollers or small baby-carrying devices are permitted in the baby pool area only if space permits and at the discretion of the pool manager. Strollers must be restrained and made incapable of rolling. Babies in small carrying devices are not to be placed on tables or in pool chairs.
- D. Pool Toys must be limited to small floating and non-breakable items.

## 5.0 CONDITIONS/ RULES ENFORCEMENT

- A. Any pool member who is caught trespassing will have all pool privileges suspended for an appropriate duration, and police action will be taken as necessary.
- B. Failure to comply with these rules, or any part thereof, shall be sufficient cause for members to be deprived of the use of the pool. The lifeguards or pool manager may suspend privileges for behavior and rule infractions for a 24-hour period. All corrective action taken by the pool management staff must be reported on a daily basis to the Conservancy office. Based on the severity of the infringement, the lifeguard or pool manager may recommend to the Conservancy staff that further corrective action be taken.
- C. The lifeguards or pool manager may suspend the pool member and/or guest for the day due to behavioral or other problems (See Section 4.2F/G). Under certain circumstances, suspensions may be sufficient cause for the member to have all pool privileges revoked permanently or for an extended period to be determined by the Conservancy staff on a case-by-case basis.
- D. Any person deliberately damaging pool furniture, equipment or structures, will be automatically suspended and police action will be taken where necessary.
- E. The cost of any and all damages must be reimbursed to the Burke Centre Conservancy.
- F. All persons using the pool do so at their own risk. The Burke Centre Conservancy assumes NO responsibility for any accident or injury in connection with such use or for any loss and/or damage to personal property.
- G. Persons using the pool agree not to hold the Burke Centre Conservancy liable for any actions of whatever nature occurring within the pool area. Also, members will be responsible for the actions of their children and guests.
- H. Inappropriate behavior will not be tolerated and may result in a 3-7 day suspension period of pool privileges beginning with the first offense. Additional and/or more severe offenses will cause pool passes to be revoked for the remainder of the season.
- I. If a pool pass is revoked for the season due to a behavioral issue, the membership fee shall be forfeited.
- J. These rules have been developed for the operation of the pool in the best interest of all community members, and can be changed or amended as necessary by the Board of Trustees. If community members feel at any time that the pool is not being operated in the best interest of the community, they should contact the Conservancy staff at (703) 978-2928.

## 6.0 REFUNDS

**Burke Centre Conservancy pool membership and any unused guest pass purchases are non-refundable.** There are two exceptions to this policy, which are discussed in Sections 6.1 and 6.2. There are no other exceptions to the refund policy under any circumstances.

**6.1 MOVING (PARTIAL REFUND):** Burke Centre resident pool members (only) moving from the area prior to July 5, 2018 may receive a 50% refund upon written request. This request must include the date of the move and the forwarding address for the partial refund, and **MUST** be received by the Conservancy office no later than 5 PM July 5, 2018. All pool stickers and/or I.D. cards must be returned to the Conservancy office before a refund can be issued and mailed to the new address. **This policy does NOT apply to Non-Resident pool members.**

**THIS REQUEST MUST BE MADE IN WRITING TO:** Burke Centre Conservancy, 6060 Burke Centre Parkway, Burke, VA 22015-3702, Attn: Community Services.

**6.2 PRIOR TO SEASON:** A 100% refund of membership fee will be granted **if requested in writing to the Conservancy office by 5pm on May 23, 2018.** All I.D. cards and/or stickers issued must be returned at the time of request.

**THIS REQUEST MUST BE MADE IN WRITING TO:** Burke Centre Conservancy, 6060 Burke Centre Parkway, Burke, VA 22015-3702, Attn: Community Services.

## 7.0 SWIM INSTRUCTORS

Swimming instruction may be provided by the pool management company as a direct arrangement between that company and interested members, without the involvement of the Burke Centre Conservancy. Fees and charges for this instruction are established by the company and payment is made by the interested members directly to the company. The instructors' training must be in compliance with Water Safety Instruction (WSI) certification requirements. Call individual pools for class dates and fees.

<b>POOL ADDRESSES &amp; PHONE #'S</b>		
<b><u>POOL NAME</u></b>	<b><u>POOL ADDRESS</u></b>	<b><u>POOL PHONE</u></b>
COMMONS	5701 Roberts Parkway	703-239-8596
LANDINGS	6001 Cove Landing Road	703-250-4359
OAKS	5708 Oak Leather Drive	703-239-2153
PONDS	9837 Burke Pond Lane	703-250-2734
WOODS	10100 Wards Grove Circle	703-239-0003