

Policies & Procedures – Perimeter College

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GENERAL INFORMATION & POLICIES

Failure to comply with the following policies and guidelines could result in suspension of membership privileges, being reported to the Dean of Students, and/or being reported to the Georgia State Police Department. Anything not covered in this document, but still violates the Code of Conduct (codeofconduct.gsu.edu), may also warrant disciplinary action. The University reserves the right to require medical clearance for participation.

WELCOME

Georgia State University Perimeter College Department of Recreational Services offers a wide variety of recreational, sport, and fitness activities. We encourage you to visit our web site recreation.gsu.edu for the current semester program offerings.

MISSION STATEMENT

The Department of Recreational Services promotes healthy life-styles through exceptional recreational programs, services, and facilities.

VISION STATEMENT

The Department of Recreational Services will be the leader in recreational programs among urban universities serving a diverse student body.

HISTORY

Under the leadership of Dr. Vincent June, Vice President of Student Affairs a plan was implemented in 2009 that would unite four separate campus recreation programs into a single department that would be known as Health, Wellness & Recreation Department. A holistic approach to student development was implemented with the goal of improving student health, increasing campus recreation use and providing a first-class recreation experience on all campuses by providing state of the art facilities and exercise equipment. On July 1, 2016, the Georgia Board of Regents consolidated Georgia State University and Georgia Perimeter College. Health, Wellness & Recreation would now be known as Georgia State University Dept. of Recreational Services.

PERIMETER COLLEGE STUDENT RECREATION FACILITIES

Clarkston Campus

Clarkston campus recreation facilities are in Building CG. Facilities include multi-court gymnasium, workout room, 25-yard swimming pool, game area, tennis courts, multi-use grass fields, locker room and shower facilities.

Decatur Campus

Decatur campus recreation facilities are located in Building SC. Facilities include multi-court gymnasium, workout room, 25-yard swimming pool, multi-use grass field, locker room and shower facilities.

Dunwoody Campus

Dunwoody campus recreation facilities are located in Building NF. Facilities include multi-court gymnasium, weight room, cardio area, exercise studio, tennis courts, multi-use grass field, locker room and shower facilities.

Newton Campus

Newton campus recreation facilities are in Building 3N. The former baseball field house has been converted into a state of the art facility which includes weight equipment and cardio equipment. Facilities also includes game area, exercise studio, multi-use fields, locker room and shower facilities.

ASSUMPTION OF RISK

Users assume a risk of injury or even death while participating in recreational activities. All participants are strongly urged to have regular medical check-ups and carry medical insurance coverage. All members and guests are required to sign a waiver.

BICYCLES, HOVERBOARDS, SKATEBOARDS, IN-LINE & ROLLER SKATES

Bicycles and hover boards are not allowed inside Georgia State University Recreation facilities. Roller skates, skateboards, and in-line skates may not be worn or used inside recreation facilities.

CELL PHONE USE

Cell phone use is not allowed in the locker rooms, exercise room or free weight areas, while exercising. Please be considerate of your fellow Recreation facility users. Use of cameras is prohibited in the locker rooms and pools.

CONDUCT

The use of abusive or profane language will not be tolerated. Clothing that expresses any profane and/or bigoted messages will not be allowed. Recreation staff reserves the right to address any witnessed or reported concerns related to conduct or disruptive behavior. Disruptive behavior is not allowed and may result in membership suspension or termination.

Members participating in any program or utilizing any facility or service offered by Recreational Services are expected to conduct themselves in a respectful and appropriate manner; any patron violating this expectation subjects themselves to membership suspension or termination, or discontinuation of service or program. See the below list of prohibited general conduct:

- Conduct which is obscene or indecent.
- Disruption or obstruction of the program.
- Harassing any person leading/facilitating the program through unwanted conduct directed at him/her that causes reasonable fear for safety (e.g. stalking) or is sufficiently severe, pervasive and persistent that it interferes with the person's University employment or ability to participate in or benefit from University programs.
- Threatening physical abuse, intimidation, coercion and/or conduct which threatens the health or safety of others.
- Physical abuse, intimidation, coercion and/or other conduct which endangers the health or safety of others.

Campus Carry and House Bill 280

The Campus Carry legislation allows anyone properly licensed in the state of Georgia to carry a handgun in a concealed manner on university property with noted exceptions. Information about the law can be found at safety.gsu.edu/campus-carry. It is the responsibility of the license holder to know the law. Failure to do so may result in a misdemeanor charge and may violate the Georgia State Student Code of Conduct.

DISABILITY ACCOMMODATIONS

To request disability accommodations, please contact Access & Accommodations at <https://access.gsu.edu/>.

ELEVATORS

Elevators are located inside Georgia State University Perimeter College Decatur campus Bldg. SC. All other campus facilities are accessible through entrances on the first floor.

EMERGENCY PROCEDURES

In the event of a fire or other emergency, alarms will sound inside the facility. Recreation staff or University personnel will provide users with evacuation instructions. Do not use the elevator in an emergency. Users needing help to exit the building should notify a recreation staff member or use an emergency phone to call for assistance. Fire alarms and extinguishers are located conspicuously throughout the facility.

FOOD AND BEVERAGES

Food and beverages in plastic containers are permitted in the lobby, vending area, and outside pool deck area. Plastic water bottles with a secured lid or squirt spout may be used in workout

areas and the pool area. Food, glass bottles and soda cans are prohibited inside all workout facilities. Please dispose of any litter properly. Recycling containers are located in multiple areas of Georgia State University recreation facilities.

HOURS

Perimeter College recreation facilities will open each semester on the first weekday of academic classes and will close each semester on the final weekday of final exams. Facilities are closed between semesters. Refer to recreation.gsu.edu for current semester hours. No recreation activity is allowed outside of hours posted.

INCLEMENT WEATHER

Call 678-891-2725 or visit www.gsu.edu for an update on University closings.

INJURIES

If an injury occurs, contact a member of the recreation staff immediately to assist with first aid and to document the incident. The emergency phones may also be used. Emergency phones connect directly to Georgia State University Police to aid users in an emergency. First aid supplies are available at the Equipment Issue Desk, the Service Counter, the Exercise Room, Aquatics Center, and the Administrative Office. All participants are financially responsible for all expenses related to injuries and emergency care, including medical care and ambulance.

LOST & FOUND

Georgia State University is not responsible for lost or stolen articles. Do not bring valuables to the facility. See Facility Staff for inquiries on lost items and access to lost and found items. . All “non-valuable” items will be held for 14 days, and then discarded. “Valuable items” will be turned over to the University Police, 678-891-3940. Always secure your belongings in a locked locker, even when in the shower. Recreation staff are not allowed to hold valuables for users.

PANTHERCARD POLICIES

The PantherCard is the property of Georgia State University. It should always be carried and presented upon request. The PantherCard is non-transferrable.

Misplaced/Lost

Members of Recreation who forget their PantherCard one time may access the SRC after signing a misplaced ID waiver at the Service Counter. A fee of \$5.00 will be charged anytime thereafter during the same semester when a member forgets their PantherCard and desires to access the building.

Confiscated

If someone other than the person represented on the card presents it for access to any Recreation programs, facilities, or services, the card will be confiscated. The true PantherCard holder and the person using it falsely will have Recreation privileges terminated at least until the cardholder has met with the Facility Coordinator.

PERSONAL TRAINERS, COACHES, AND INSTRUCTORS

Only Georgia State University staff, during their university employment, may provide personal training, sport/fitness instruction and/or coaching in Recreation facilities.

Failure to observe this policy or attempts to circumvent it may result in university sanctions, including loss of privilege to use any Recreation program, service, or facility for both the person receiving instruction and the person giving instruction.

PETS AND ANIMALS

No pets or animals of any kind are allowed inside facilities or on Recreation property except for working companion dogs for individuals who have a disability.

PHOTOGRAPHY

Any filming or photography in Recreation facilities or of programming must be pre-approved in advance by the Assistant Director of Recreation or campus facility supervisor.

SMOKING, TOBACCO, DRUGS, AND ALCOHOL

Smoking, smoking devices, e-cigs, tobacco, drugs, and alcohol in any form are prohibited in all recreational facilities.

TOURS

Tours are available, circumstances permitting for eligible Georgia State University members, by notifying personnel in the Administrative Office of Georgia State University Perimeter College. Individuals and groups may request a special tour by calling the office at 678-891-2725 at least one week prior to their visit.

All facility tours for non-members must be approved by Facilities & Event Services (pcregreservation@gsu.edu) and conducted by Georgia State University staff.

RECREATION MEMBERSHIP INFORMATION

Georgia State University employees and alumni interested in memberships for the Downtown SRC (Student Recreation Center) should contact the SRC membership desk. Memberships are available at the Service Counter located on the lobby level and are available to current Georgia State University (Atlanta campus) students, faculty, staff, and degree holding graduates (graduation will be verified).

- Memberships are not available to the public.
- All members must sign a waiver
- Membership includes access to the Student Recreation Center, Indian Creek Recreation Area and the ability to register for programs and services listed for members. All members must use their Panther Card to enter facilities.
- All membership policies will be reviewed annually.
- Memberships may be purchased by the semester or annually. The earliest a membership may be renewed is the first day of the membership period.

Georgia State University reserves the right to adjust membership fees as necessary.

MEMBERSHIP FEES

CURRENTLY ENROLLED STUDENTS

Membership for use of Georgia State University Perimeter College facilities is included in student fees.

SPOUSE OF CURRENT RECREATION MEMBER AT ATLANTA CAMPUS

Available to spouse of current member (this would be verified each semester prior to the purchase and renewal of membership). Proof of relationship will be necessary (marriage certificate) prior to the purchase of membership. The spouse must accompany the member to sign-up for membership.

- May use facilities anytime during open hours and does not have to be accompanied by the member; has the same guest privileges as regular members will be issued a
- Panther Card and must utilize this card for entering and exiting the building; day-use lockers are available at no charge.
- Payroll deduction will be available as long as the faculty/staff member is also utilizing this same service (this is not available to spouse/domestic partners of students).

Guest Pass Policy

ELIGIBILITY

Guest Passes are only available to currently enrolled fee paying students that pay the student activity fee. Georgia State University Perimeter College students that do not pay the SAF fee are not eligible for guest pass program.

GUEST PASS DISTRIBUTION

Guest Passes can only be distributed by Recreation Dept. full-time and part-time staff. Only under special circumstances will other Georgia State University Perimeter College staff (Federal Work Study) be allowed to distribute guest passes. Georgia State University Perimeter College Staff have the right to deny a guest pass.

GUEST PASS PAYMENT

Guest passes will be purchased in the Georgia State University Perimeter College campus recreation facility. Accepted forms of payment – cash, credit card and debit card.

GUEST REQUIREMENTS

Guest must provide photo ID to the facility supervisor and attendant. All first-time guest must complete a waiver and guest article of understanding upon their initial entry into the facility. All guests are required to follow all Recreation facility rules. Guest are required to conform to all dress code requirements. Guest passes can be immediately revoked and the guest removed from the facility for failure to comply with BOR, Georgia State University and Perimeter College Recreational Services Dept. rules.

FACILITY ACCESS

Guest will have access to all areas during Open Recreation hours. Guest are not allowed participation in intramural sports activities. Guest pass policy does not apply to Workout Anytime gym memberships for Alpharetta campus students. Guest may be asked to leave the facility for inappropriate conduct or behavior towards themselves, other students, employees or guest.

EQUIPMENT ACCESS

Georgia State University students will have priority for use of recreation equipment. Guests are not allowed equipment checkout. Equipment that is damaged or destroyed due to negligence or misuse may have to be paid for by the guest or student sponsor.

Cost

GUESTS OF CURRENT MEMBER

\$5/guest/visit

Students are allowed up to 3 guest per day

Guests must sign waiver and present picture identification

Students must accompany guest during visit

Guests may only participate in drop in activities. They may not sign up for programs that require membership to register.

MULTI-USE GUEST PASS

5 visits for \$15

Policies

Member may purchase a multi-use guest pass for a discounted guest fee of \$3.

Member must present the multi-use guest pass and Student ID card during each visit.

Member and their guest(s) must follow all policies for guests.

Only full refunds available

Suspension of Guest Pass Privileges

Perimeter College Recreational Services has a “one strike” rule for guest. Guest and student sponsor who violate Perimeter College Recreation policies may lose the privilege for future use of the guest pass program. Violation will result in suspension of Student eligibility (current semester) to bring in guest nor will guest be able to participate in the program at any other Perimeter College facility.

Locker Etiquette

Do not leave anything hanging from your locker that would impede another person’s access to their lock or locker. Do not leave unlaundered items in the locker that may create an odor.

AREA POLICIES

The policies, procedures, and guidelines listed are in effect for the protection of the facility, equipment, or patron.

AQUATIC CENTER

- Health regulations recommend showering before entering the pool and after use of toilet.
- Swimming aids are restricted to eye goggles, leg buoys, and kickboards.
- Only Coast Guard approved flotation devices are allowed.
- Persons with severe cuts, open sores, rashes, skin eruptions, or known communicable diseases are not permitted in the pools.
- Hypoxic training and prolonged breath-holding is prohibited.
- No diving in water less than 9 feet deep.

- No pushing, shoving or horseplay.
- No chewing gum, food, or drink. No tobacco use.
- Non-swimmers should never enter the deep-water area.
- Georgia State University Perimeter College reserves the right to close the swimming pool for repairs, maintenance and cleaning.
- Georgia State University Perimeter College and lifeguards on duty are not responsible for lost or stolen items in the swimming pool or locker rooms.
- Athletic coaches must remain with their players while training or practicing in the swimming pool.
- Groups using the swimming pool are responsible for the cleanup of the pool area.
- Pool daily maintenance is performed by Facilities Management. Water temperature is controlled electronically by Facilities Management personnel.
- Cleanliness of the pool deck is maintained by the lifeguard on duty during the hours of operations.

EQUIPMENT ISSUE DESK

- A Panther Card is required to check-out equipment. Only current members may check out equipment
- All checked out items should be returned on the same day they were issued by 10 minutes prior to closing.
- Users will be responsible for damaged or broken equipment.

FREE WEIGHT AREA AND EXERCISE ROOM

- Shirts that cover the torso (chest, abdomen and back) are required. Shoes must have a sole that grips and does not slip, must cover the whole foot, and must not damage or mark the floor or equipment. Clothing, belts, or shoes with exposed metal are prohibited. Weightlifting belts are not allowed to be worn while on the upholstered equipment. These clothing procedures are in effect for personal safety and protection of the equipment.
- Users are responsible for wiping sweat off the equipment. Each user may bring his/her own towel, purchase a workout towel, or use the paper towels in the dispensers located in the workout area. Gym Wipes are located throughout each area to clean machines after each use. You are encouraged to clean each machine pre- and post-use.
- No chewing gum, tobacco, or food allowed. Beverages are only permitted if contained in a plastic bottle with a secured lid or squirt spout.
- Book bags, workout bags, pocketbooks and books are to be secured in a day use locker or cubby.
- Broken equipment should be reported to the facility front desk.
- Exercise Room staff will provide general equipment orientations only.
- Only Recreation staff, during their university employment, may provide personal training, sport/fitness instruction and/or coaching in the facilities.
- Users must return bars/weights to their proper storage racks.
- Weight belts are not allowed on exercise equipment if the buckle contacts the upholstery.
- You must allow others waiting for the machine to work into your rotation.
- Slamming or dropping weight stacks, plates, or dumbbells is prohibited.

- Spotters should be utilized when excessive weight is lifted over body.
- Spring collars are required on all barbells.
- Chalk is prohibited.
- Dropping of dumbbells is only permitted in matted areas providing the user drops in a controlled manner so that the dumbbell would not injure another person or equipment/floor.
- Dropping of a barbell or a barbell with weights is not permitted anywhere.
- Cell phone use whether talking or texting is prohibited while exercising. Patrons talking on their cell phones while in the Exercise Room or Free Weight Area will be asked to move to the lobby or stairwell area until their conversation is over. Please respect your fellow patrons.
- No person under the age of 16 may be in either of these areas.
- Patrons must use the equipment for its intended purpose or function. Improper use of any plate-loaded machines, selectorize machines, or cardio pieces will not be allowed.
- Unsupervised use of the recreation facilities is not allowed. Use of the facility is allowed during posted drop-in recreation hours as set by the Dept. of Recreational Services.
- Academic instructors **MUST** supervise their students always while using recreation facilities
- No loitering. Admittance to the Fitness Center is for exercise.
- Personal training and trainers not approved by Georgia State University are not allowed.
- All backpacks and personal items must be properly secured by the owner.

GAME AREA

- Check out and return all equipment with your PantherCard.
- Users will be responsible for damaged or broken equipment.
- Food & Beverages: Only water in a plastic bottle with secured lid or spout permitted.
- Gambling, profane language and fighting are prohibited. May result in suspension of facility privileges.
- Secure your valuables, clothing and book bags in a locker.
- All game tables and video games are available on a “first come, first served” basis.

GROUP EXERCISE ROOM

- For safety considerations, classes may be limited based on space and the availability of equipment.
- If classes are crowded, participants cannot reserve space or equipment for anyone not present.
- Patrons must be at least 16 years of age to participate in fitness classes
- Participants who enter a class after the warm up has concluded may not be allowed entrance.
- Participants leaving a class early are responsible for their own cool down if they choose to leave before class has ended.
- Closed toe exercise shoes are required for Fitness Classes.
- Stereo use and closet access is limited to current instructors.

- No chewing gum while participating in class.
- No food or beverages allowed in the studios, except water in plastic bottle with a secured lid or squirt spout.
- To maximize space and ensure safety, participants are encouraged to store personal belongings in one of the secured locker areas.
- Appropriate class attire is required at all times, including proper shoes and gear. Attire requirements may differ per class. Shoes and/or gear that leave marks on the floor are NOT permitted.
- For the comfort and safety of participants, a towel and water bottle is highly recommended for group fitness classes.
- No cell phones are to be used inside of studios during class instruction
- The instructor reserves the right to ask a participant to leave for refusal to follow these policies.
- Participants are encouraged to use cleaning towels to wipe down equipment pre and post use.
- Participants must adhere to all other published Georgia State University policies.

GYMNASIUM

- Required clothing: t-shirts, sleeveless shirts or tank tops are permitted in this area; athletic shorts or pants, non-marking tennis, basketball or cross training shoes.
- Prohibited clothing: non-athletic shoes and shoes with marking soles
- Food and Beverages: Beverages in a plastic bottle with a secured lid or squirt spout are permitted. Any type of food, gum, or beverage in a non-plastic bottle is prohibited.
- Hanging on the rims is prohibited.
- Spitting, profane language, or fighting is prohibited and could result in the suspension of recreation facility privileges.
- Secure your valuables, clothing and book bags in a locker. Any items not secured should be kept in the bleacher areas and not in the playing area.
- Courts are available on a “first come, first serve” basis when not reserved for programs, special events, or approved reservations.

INDIAN CREEK RECREATION AREA

ICRA LODGE

900 South Indian Creek Drive, Stone Mountain, Ga 30083

The 4,700 sq. ft. lodge consists of a large meeting room/banquet room, two breakout rooms, an open pre-function reception area with a fireplace, a catering kitchen and front and rear outside decks with seating. For details regarding scheduling, site specific policies and fees, recreation.gsu.edu/files/2013/12/Lodge-Policies-and-Procedures.pdf

Georgia State properties' and facilities' policies are applicable, which include, but are not limited to:

- **NO SMOKING ALLOWED** - Smoking, smoking devices, e-cigs, tobacco, drugs, and alcohol in any form is prohibited in all recreational facilities.

- NO ALCOHOLIC BEVERAGES are allowed anywhere on the premises.
- NO PETS are allowed anywhere on the premises, except for working companion animals.
- Parking should be confined to the paved or only. Parking on grass or dirt is prohibited.

ICRA POOL

Eligible Users

Currently enrolled students and current recreation members may use the facility for free.

Students not currently enrolled in summer semester may be eligible for the Continuing Student Membership.

\$1.00 per visit: Non-Recreation member Georgia State University Faculty or Staff

\$1.00 per visit: Non-Recreation member Georgia State University degree holding graduates

Guests of current student or Recreation member:

\$1.00 per person. There is a limit of three guests.

Payment

Credit/debit cards are only form of payment accepted. No cash or checks.

Rules

- All members are required to show current identification to access the ICRA pool
- All users (members, family and guests) of the ICRA pool are required to follow all rules, policies and procedures of Georgia State University and ICRA. Failure to comply may result in immediate revocation of membership. Members are responsible for the behavior and actions of their family and guests.
- All users (members, family and guests) of the ICRA pool must read and sign a release/waiver.
- Minors (persons 17 years or younger) must be accompanied by an adult 18 years or older.
- Pool area will close 15 minutes before facility closes.
- Be considerate of other patrons. Keep music and other noises at a minimum.
- Only US Coast Guard approved flotation devices are allowed.
- Only proper swim attire allowed in the pool. Frayed clothing is prohibited.
- Smoking, smoking devices, e-cigarettes, tobacco, drugs, and alcohol in any form are prohibited in all recreational facilities.
- Food and drinks are not allowed in the pool.
- Glass is prohibited.
- The following are prohibited:
 - Diving
 - Running, pushing or dangerous horseplay

- Hanging or sitting on ladders or lane ropes
- Sheer/thong swimsuit
- Swim diapers are required for non-toilet trained children.
- Please change children's diapers and clothing in the locker rooms.
- No swimming allowed during severe weather, with the direction of the Lifeguard Staff.
- Management reserves the right to deny use of the pool to anyone at any time.
- **THE LIFEGUARD ALWAYS HAS COMPLETE AUTHORITY OVER THE POOL AREA.**

Family Season Pass*

\$50: Currently enrolled students

\$60: Recreation members

* Limited to spouse, dependent children, and 1 caregiver of current student or member

RESERVATIONS

Space reservation requests for Perimeter College locations may be submitted at the office of Facilities & Event Services - pcreservation@gsu.edu.

Space in the Student Recreation Center on the Atlanta campus and Indian Creek Recreation Area may be reserved by University departments and chartered student organizations. Facilities are only available for non-commercial use by eligible users. Eligible users may only place a reservation for their own use and may not make reservations for other persons or groups who are not eligible to make the reservation directly. Reservation applications can be found at: <http://recreation.gsu.edu/about-us/reservations/>.

OUTDOOR EDUCATION

For safety reasons, these trips are only open to Perimeter College students and employees.

Outdoor education programs promote enjoyment and learning experiences outside the classroom. These events are weekend activities that consider the time and financial restraints of college students.

Each trip includes transportation in Georgia State University van to each destination, snacks, and all equipment needed for planned activities. Optional health insurance information and forms are available through the office of the Dean of Student Services.

Trip Registration Procedures

- Registration is on a first-come, first-serve basis.
- Space is limited, so please register early.
- Participants are required to attend an orientation and safety meeting before departure.
- To register for an event, complete the waiver and Health Screen forms. Pay for your trip through Georgia State University Marketplace
https://secure.touchnet.com/C20797_ustores/web/

