



RECREATION CENTER PARTY POLICIES & PROCEDURES

Please read through the following information as it includes details on policies, procedures, and restrictions.

Airway Heights Recreation Center policies for ALL parties:

- Payment is due in full at time of reservation.
- Party guests have access to scheduled party activity areas only.
- All children must be supervised while in the facility.
- The responsible person of the party is required to complete the liability waiver and guest list for participants (full names) upon check-in. This documentation will be required before your party begins.
- Your party room will be available 15 minutes prior to your party time for preparation. You will be directed to the party room upon checking in.
- Members are encouraged to scan their membership cards in at check-in in order to have uninterrupted access to the pool, otherwise they must scan in once the party is over.
- All parties must **start and end on time**. All guests and items must be cleared from the party room by the end of your scheduled party. **IF** your party has not vacated the pool and/or party room on-time, you will be charged your deposit and an additional \$5 for each 5 minute increment after your scheduled end-time.
- 15 minutes prior to the end of the party, a Guest Services member will inform the party that they must vacate by their end time, and will account for all non-members, and non-Day Pass holders, and instruct them to purchase a Day Pass if they are interested in continual use after the party. If non-members do not exit the facility at the end of the party, the difference in the number of Day Passes will be deducted from your deposit.
- Parents and guardians are encouraged to participate in the activity with their child (see age requirements on Pool Parties), but seating in the party room is tailored to accommodate up to 13 (1/2 room) or 26 people (full room).
- No tobacco products, electronic cigarettes, or alcoholic beverages are allowed on the property.
- Food and drinks are not allowed outside the party rooms and lobby areas. Parties may not extend into the lobby.
- Cameras and phones are not allowed in locker rooms.
- To maintain a safe environment for everyone, the following items are not allowed in the facility: piñatas, silly string, confetti, and glitter.
- Table cloths are required for any table(s) used. There are 2 tables per side 8'L x 30"W.
- Deposits will be returned as long as the party abides by the policies, and the room does not have damage or stains, within 2 weeks of the party date.
- Any violation of facility policies may prohibit future rental requests.

Pool Party:

- Your party will have access to the party room and pool only.
- All party participants must bring their own swimsuit and towel. Street clothes will not be recognized as appropriate swimwear.
- Towels are the responsibility of the individuals attending the party. They are also available for purchase at the front desk for \$5 per towel.

- Pool Party Packages include the party room for 3 hours with 2 hours of pool time. Pool time will be at the start of your party for 2 hours, followed by 1 hour in the party room.
- A lifeguard will perform a safety walkthrough with the party and issue wristbands prior to escorting the party to the pool.
- Swim tests will be given to all participants under 14. Those who do not take, or do not pass, the swim test may not be permitted to use certain areas of the pools without adult (14+ years old) in the water with them.
- Children age 0-6 and/or below 48" must remain within arms-reach of an adult (14+ years old) at all times in the water. The ratio is 1 adult to 3 children.
- Children ages 7-9 must be supervised on the pool deck by an adult (14+ years old), not in the party room or lobby.
- All lifejackets must be coastguard approved. Ask your lifeguard if you are unsure.
- Anyone using a lifejacket or flotation device must remain within arms-reach of an adult (14+ years old).
- No additional inflatable toys or single arm floaties allowed.
- Any individuals in diapers must use a swim diaper in the pool and a protective covering such as a swim suit. Swim diapers can be purchased for \$2 per diaper at the front desk.
- No running or horseplay allowed in the pool area.
- All swimmers must have a cleansing shower before entering the pool.
- No food or drinks are allowed in the pool area except for plastic water bottles.

Aquatic Center Children Rules & Restrictions:

Lazy River: Children must be at least 48" tall or above 6 years old to enter the Lazy River without an adult (14+ years old).

Spray & Play: Allowed for children 9 and under. Parents are allowed to escort small children on the play structure but may not go down the slide.

1. Slide on your bottom (no laying down)
2. No standing on the slide.
3. 1 slide rider at a time.
4. Make sure that the landing pad is clear before sliding.

Lap Pool: 14 and under are subject to a swim test. Swimmers must remain in the open swim area and not disturb the lap swimmers.

Spa & Sauna: Individuals must be 15 or older to use the spa or sauna.

**The Aquatics Staff may close the aquatics area in the event of unsafe conditions such as contamination, adverse weather conditions, or chemical imbalances. In the event of a closure, you are responsible for your party guests and the situation will be handled by the manager-on-duty in conjunction with the program coordinator, on a case-by case basis.*

I acknowledge that I have had sufficient opportunity to read this entire document. My signature/acknowledgment of receiving this information is voluntary as is my (and my participants) participation in the Party Room Rental. I have read and understood this document, and I (and my participants) agree to be bound by its terms. This agreement is good in perpetuity.

Name of Party Organizer (PRINT)

Signature of Party Organizer

Date

If you have any questions, please contact us at (509) 244-4845. 11405 W. Deno Rd, Airway Heights, WA 99224.