

*Leeland Station Community Association*

**2018 SWIMMING POOL  
POLICY AND RULES**

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**2018 Season Operations:**

**Pool opens Memorial Day Weekend, Saturday, May 26<sup>th</sup> - closes September 3<sup>rd</sup>**

**Pool Operating Hours:**

**During School Days, May 26<sup>th</sup> to June 15<sup>th</sup>, 4:00 to 8:00 PM**

**Summer Session Week Days, 12:30 to 8:00 PM**

**Weekends and Holidays, 11:30 AM to 8:00 PM**

**Special Operations Notes:**

- (1) When schools are in session, from May 26<sup>th</sup> to June 15<sup>th</sup>, the Leeland Station Swimming Team (LSST) will share the pool with residents. LSST will use 4 lanes from 6:00 to 7:45 PM.**
- (2) The pool will remain open until 10:00 PM for special events one Friday each in June July and August. Dates and activities for monthly late Friday events will be published on [leelandstation.org](http://leelandstation.org) website and Leeland Station Facebook.**
- (3) Pool will close at 4:00 PM for four LSST Swim Meets, usually held on Wednesdays. Dates for meets will be published as soon as available on [leelandstation.org](http://leelandstation.org) website, Leeland Station Facebook and posted at the pool gate.**
- (4) Swim Meets cancelled due to inclement weather or force majeure will be rescheduled in coordination with the Leeland Station Community Association Board of Directors (BOD). Make-up meets normally will be rescheduled for the next day (Thursday).**

## Policy and Rules

The following policy and rules are set forth for the protection and benefit of all Leeland Station Swimming Pool Members and are prescribed to ensure safe and sanitary operation of the swimming pool facilities. The upmost cooperation of members in abiding by these policy and rules will afford pleasant relaxation, recreation and physical activity for all concerned. Failure to comply with policy and rules shall be considered sufficient cause for action deemed necessary by the Lifeguard Manager, including barring violators from pool privileges. Pool operations will be under the charge of the Lifeguard Manager and Assistant, who will be under the direct supervision and control of the Community Manager. **NO SWIMMING is permitted in the Leeland Station Swimming Pool without the presence of Lifeguards. Any member entering the swimming pool during non-operating hours or binding rental agreements is subject to lose pool privileges for the entire season. Other persons will be subject to criminal prosecution for trespassing on private property.**

### Policy:

1. Non-Resident family memberships will be offered for the 2018 season, capped **at no more than 50** family memberships. Cost will be \$325.00 for the full season and prorated thereafter. LSST members shall be given priority for the purchase of Non-Resident Family Memberships during the period March 15 to April 14. Non-Resident Family Memberships will be offered to the general public beginning April 15.
2. LSST Non-Resident Members who elect not to purchase a Non-Resident Family Membership will be charged a Premium Facility Use Fee of \$50.00 per swimmer with a maximum of \$150.00 per family for use of the pool facilities during LSST functions. These members will be issued a "Swim Team Functions Only" pool pass. The LSST shall provide a list of these members (including name, address, and date of birth) to the Community Association Clubhouse Representative prior to June 4<sup>th</sup> to facilitate issuing of Swim Team Functions only pool passes.
3. Resident and Non-Resident Members shall be issued pool passes for each family **LSST members will not be permitted entry to the pool on June 4<sup>th</sup> and thereafter without a valid 2018 pool pass.** Member and must provide them to the Entry Post Lifeguard upon entry to the pool. Members are responsible for picking up passes when departing the pool. Members may bring guests as specified below:

Resident members will be issued two, reusable Guest Passes per family and may bring additional guests using a Leeland Station Ten Punch Guest Card purchased for \$20.00 at the Clubhouse Office during hours of operation.

**Resident Members planning to bring more than 10 guests a day must notify the Lifeguard Manager two days in advance.**

Non-Resident members may bring up to five guests per day using a Leeland Station Swimming Pool Ten Punch Guest Card purchased for \$30.00 at the Clubhouse Office during operating hours.

**All purchases of Leeland Station Ten Punch Guest Cards must be paid via check or U.S. Money Order payable to Leeland Station Community Association (no cash transactions permitted).**

Resident and Non-Resident Members (adult members only) may purchase additional Leeland Station Swimming Pool Ten Punch Guest cards throughout the season at the Clubhouse Office during hours of operation or by email to [Katrinea.erb@fsresidential.com](mailto:Katrinea.erb@fsresidential.com). Entry of guests will be only by resident member. Guest Passes or Leeland station Ten Punch Guest Cards, which have no expiration date as long as presented by a current pool member.

**Rules:**

1. Resident and Non-Resident Members must register/submit the appropriate registration form to obtain first time issued pool passes (standard form) or have previously issued pool passes (residents may use short form) validated for 2017. Resident members delinquent in homeowner assessments or in violation of community covenants may be denied passes/entrance to the pool and facilities. The short form may be used by residents previously registered and submit previously issued pool passes for validation. Registration forms submitted prior to 20 May will be processed and can be picked up at the Clubhouse Office during operating hours so recipients will have on hand by opening day, May 27. Registration forms submitted after 20 May will be processed as expeditiously as possible. Pool passes will only be issued at the Clubhouse Office during operating hours.
2. Resident and Non-Resident members 18 years or older may bring guests as set forth in above policy section.

3. Resident and Non-Resident Members shall be held responsible for the actions of their guests and must accompany their guests within the pool enclosure at all times.
4. Rules applicable to children and non-swimmers: All Resident and Non-Resident Members and guests are permitted to use the pool complex accordingly:
  - a. Children 11 years of age and younger must be accompanied and supervised at all times by a Responsible Person. The term "Responsible Person" includes: adult resident, parent, legal guardian, or child caregiver identified in writing by the parent or legal guardian as being qualified to care for health, safety and welfare of the child, and who can swim. One Responsible Person may supervise a maximum of three (3) children 11 years of age or younger.
  - b. Children age 12 years and older, with parent or legal guardian written permission may enter the pool facility without a responsible person present.
5. Any member or guest who cannot swim must remain in the shallow end of the pool and may not enter water over their shoulders.
6. Persons unable to the length of the pool without stopping, the width of the pool underwater without stopping, tread water for 60 seconds without touching the wall, retrieve an object from the bottom of the pool and are unable to handle themselves well in the water are not permitted in water above their shoulders or an area where they require assistance. The Lifeguard may administer a Swim Test in the event that the lifeguards believe that a person does not have sufficient swimming abilities. The Swim Test shall consist of the following:
  - a. Swim the length of the pool; and
  - b. Tread water for 60 seconds, without touching a wall; and,
  - c. Swim the width of the pool underwater; and,
  - d. Pick up an object from the bottom of the pool; or
  - e. Pass a modified test given at the discretion of pool management staff.
7. Use of the Wading pool is limited to children age 5 and under and their siblings and guardians. Children using the wading pool must be accompanied by a guardian aged 16 or older, who must remain within the wading pool fenced area.

8. Rest periods will be prescribed at the discretion of the lifeguards for swimmers deemed unsafe due to exhaustion. During the first 15 minutes of each hour, all swimmers will yield to swimmers swimming laps in designated lap lanes.
9. The pool may be closed at any time due to breakdown, operational difficulties, foul weather, and or force majeure as determined/declared by lifeguard manager. The pool shall be closed during an electrical storm and remain closed for a minimum of 45 minutes after the storm has ceased. Heavy rain, which obscures a Lifeguard's vision shall be cause to close the pool. Pool will be cleared of all bathers in all such cases as well as in any case deemed an emergency situation. Members may be required to depart the pool enclosure as determined/directed by the Lifeguards. In emergency situations, members may seek refuge in bathhouse facilities or lower Clubhouse storeroom.
10. All bathers must shower with soap and water before entering the pool.
11. Bathers should use greaseless/non-oil-based sun tan preparations.
12. No alcoholic beverages may be consumed within the pool enclosure during regular operating hours.
13. No running, pushing, wrestling, throwing others into water, causing undue disturbance, or any other activity endangering self or others will be permitted within the pool enclosure.
14. Diving is prohibited from the pool deck except from diving blocks during LSST sanctioned events.
15. No glass containers are permitted within the pool enclosure. Beverages must be in cans or plastic containers and only consumed within the pool enclosure at tables and sun bathing areas. Chewing gum is not permitted within the pool enclosure. Food may be consumed within the pool enclosure but only at tables and chairs.
16. The pool enclosure and clubhouse are designated "No Smoking" areas
17. Entry to the pool may be refused to anyone wearing bandages, or with skin abrasions, severe colds, coughs, inflamed eyes, infections, open sores, excessive sunburn, nasal or ear discharge, and infectious/communicable diseases of any kind.
18. Any persons who are not toilet-trained must wear swim diapers with snug fitting rubber or rubber-like waterproof pants over them when using any part of the pool areas. Disposable

diapers not specifically designed for swimming are not permitted. Health rules dictate the pool must be closed, super-chlorinated, and thoroughly cleaned when it becomes contaminated with human waste.

19. Expecting, spouting water, blowing the nose and similarly unhygienic actions are not permitted in the pool.
20. Beach balls, inflatable and flexible toys, water wings, U.S. Coast Guard approved life jackets, swim fins, face masks, kickboards, and pull buoys will be regulated by the Lifeguards. A responsible person must be within arm's length of a non-swimmer wearing water wings. Reasonable soft toys, floats, etc. will be permitted in the wading pool as space permits.
21. No loud, abusive, or profane language, or other breach of peace will be tolerated. Radios or other sound producing devices require headphones so as not to disturb other members.
22. Proper bathing attire is required.
23. No pets of any description will be allowed with the exception of Service animals, which are not permitted in the water.
24. All members shall use the facility at his or her risk and in conformance with all rules stated herein or as directed by the pool manager, lifeguards and staff. Any member or guest may be removed immediately and barred from the pool area at the discretion of the pool manager, lifeguards and staff for violation of these rules or other reason judged to constitute a hazard/endangering situation to others.
25. Violation of these pool rules by a Member or his/her guests may subject the Member to all available enforcement actions by the Leeland Station Community Association, including but not limited to, suspension of membership privileges and imposition of monetary charges, following all due process procedures.

**The pool manager, lifeguards and staff shall strictly enforce these rules and are granted the authority to remove any member or guest from the pool facility. A written statement, prepared by a lifeguard, shall be filed with the Community Manager on the same day such action is taken. Pool passes will be withheld upon any suspension. The parents or legal guardians of any child 17 years old and under who is suspended from the pool will be notified in writing. Passes only will be returned by the Board Advisory Pool Pass**

**Administrator or the Community Manager by appointment during regular business hours. The Association reserves the right to suspend the pool passes for the remainder of the season in its discretion for violation of these rules and regulations following due process procedures. Lifeguards will not readmit offenders before pool passes are returned by one of the pool officials. The pool manager and lifeguards are the final authority on all matters that arise during pool operating hours. When a member disagrees with the pool manager or lifeguards, that member is obligated to follow their direction and report such disagreement to the Community Manager within one business day.**

26. The Board of Directors or designated appointee, coordinate activities and operation of the Community Swimming Pool, and are responsible for ensuring the smooth operation of the pool, acting as liaison between the Lifeguards/Pool Contractor and the Community Manager. Mr. Robert Oltman, Community Volunteer, is responsible for administering clubhouse and pool rentals. Contact Mr. Oltman for information on renting the clubhouse or pool at email [r.oltman@yahoo.com](mailto:r.oltman@yahoo.com). Please note that rental forms are located on [leelandstation.org](http://leelandstation.org) website and are in pdf format and easily may be filled-out and submitted on-line.
27. Pool members wishing to present recommendations pertinent to pool management, administration and operations may do so by contacting Mr. Phil Herbert, President of Leeland Station Board of Directors, or any other member of the Board of Directors whose names and email addresses are listed on [leelandstation.org](http://leelandstation.org) website. The preferred method is to present recommendations to the Board of Directors at its monthly meeting held 7:00 p.m. at the Community Clubhouse the first Tuesday of each month.
28. Copies of this document can be obtained at the Lifeguard entry post, [leelandstation.org](http://leelandstation.org) website, the clubhouse office during operating hours and by contacting the Community Manager, **Katrinea Erb**. This document is subject to change at any time.

Community Manager Address:

FirstService Residential  
923 Maple Grove Drive, Suite 201  
Fredericksburg, VA 22407  
Phone 540-645-6927  
Email [fsresidential.com](http://fsresidential.com) or direct [Katrinea.Erb@fsresidential.com](mailto:Katrinea.Erb@fsresidential.com)

Approved by the Leeland Station Community Board of Directors April 3, 2018