

The Wykeham Sports Club Rules, Terms and Conditions of Membership

Membership Types

- **Adult membership** is deemed to be for those aged 18 and over. Individual membership is only available to those aged 18 and over.
- **Full Family Membership** (2 adults and 2 children who reside at the same address) entitles members to use of the swimming pool, the fitness room and the Norman Road tennis courts, at the times specified on the published timetable; N.B. No-one under the age of 16 may use the fitness room and those aged between 16-18 years should be accompanied by the adult family member in the Fitness room. Pool use for adults includes lane and family pool sessions but children are restricted to the family pool sessions only. Children that turn 18 during the year of membership will be permitted to continue with family membership until August of that year.
- **Full Family Membership plus Squash** – in addition to the use of the facilities as specified above, recreational use of the squash courts is also included. *
- **Full Joint Membership** entitles two adults who live at the same address use of the swimming pool, the fitness room and the Norman Road tennis courts, at the times specified on the published timetable.
- **Full Joint Membership plus Squash** – in addition to the use of the facilities as specified above for **Full Joint**, recreational use of the squash courts is also included. *
* *Recreational use of Squash courts is when the courts are not in use for Club or League matches. It does not include membership of England Squash and Racket club.*
- **Full Individual Membership** entitles the member to use of the swimming pool (lanes sessions), the fitness room and the Norman Road tennis courts at the times specified on the published timetable; *Children or other family members may not accompany a Full Individual Member.*
- **Family Swimming Members** are entitled to use the Pool only during ‘**Family Swimming**’ sessions on the published timetable; the timetable will be amended from time to time and members should check availability. Members in this category are **not eligible** to

use the pool during **Lane Swimming** sessions.

- **Lane Swimming Members** are entitled to use the Pool only during ‘**Lane Swimming**’ sessions on the published timetable; the timetable will be amended from time to time and members should check availability. Members are expected to use the slow, medium or fast lanes according to ability. Members in this category are **not eligible** to use the pool during **Family Swimming** sessions.
- **Fitness Room Members** are entitled to use the fitness room only at the times specified on the published timetable; the timetable will be amended from time to time and members should check availability.
- **Additional Children for family membership** there is an additional charge p.a. for each additional child in a family.
- **Recreational Squash** entitles subscribers access to the squash courts for recreational use. Access to members will be permitted when the courts are not in use by the College or the Wykeham Squash Club, times will vary during holidays and term time

If members wish to play in the leagues or club fixtures then they should enrol in the Wykeham Squash Club as that fee includes affiliation to the England Squash and Racketball Association.

Payment Terms

- Prospective members must submit a completed application form to Winchester College Enterprises, together with the appropriate fee.
- The membership year runs from 1st September to 31st August annually; if joining part-way through the year the fee is calculated on a pro-rata basis by quarter. Payment must be received and cleared before the applicant(s) may use the facilities.
- Subscriptions may be paid in one annual payment (either by direct debit, cheque, credit card or cash), or quarterly by direct debit only. Subscriptions paid by direct debit will continue until notice of cancellation is received by Winchester College Enterprises in writing.

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- Membership is granted at the discretion of Winchester College Enterprises (Commercial Manager or Sports Club Administrator only).
- Membership is non-transferable.
- Defaults on direct debit payments or cheque payments will incur a £10.00 administration charge.
- The Wykeham Sports Club will be closed for a period of time each main College holiday (Christmas, Easter and Summer) to allow for essential maintenance, and also for one day per main school holiday to facilitate staff training.
- It is not open on Bank Holidays unless they fall in the College's term time. All facilities are closed between Christmas Eve and the first working day after New Year's Day. Members should check the published timetable for availability. There may be additional times that the facilities will be closed to members due to school events taking place and notice will be given to members about such closures. E.g. Winchester Match (school open day).
- The timetable will be amended from time to time and members should check availability of the facility they wish to use, either on the notice board or the website.

Membership Cards

- Once payment for your subscription has cleared each member will be issued with a membership card.
- Membership cards **MUST** be carried at all times while on College property and shown on demand; anyone without a membership card may be asked to leave the building.
- You will also be asked to hand in your card at the reception desk when you wish to use the facilities and collect on leaving the building.
- Membership cards remain the property of Winchester College Wykeham Sports Club and must be returned on termination of membership or if requested for other reasons.

Members Conduct

- Members **MUST** comply with Winchester College's Child Protection Policy **AT ALL TIMES** and **MUST NOT USE THE**

CHANGING ROOMS AT THE SAME TIME AS GROUPS OF SCHOOL CHILDREN. Staff at the PE Centre are authorised to ask members to wait outside the changing rooms until they are available to adults.

- Members using the fitness room **MUST** have undertaken an Introductory Session with a qualified member of the PE Centre staff **BEFORE** using the equipment. An appointment should be made in advance for this.
- Members are advised not to undertake any activity for which they may be medically unfit. Winchester College Enterprises and the Wykeham Sports Club cannot be held responsible for any harm incurred as a result of a member undertaking an activity which is beyond their capability.
- Fitness suite users are requested to:
 - a. Wear appropriate clothing for a school environment
 - b. Bring a towel
 - c. Wipe down machines after use.
- Members wishing to park at the PE Centre should register their vehicle on the application form and advise us of any change. Only vehicles registered to a Member may park at the PEC; unregistered vehicles or those parked on School grounds outside of WSC access times may be locked in.
- Members **MUST** drive **DEAD SLOW** at all times while on College property, and with care and attention. Parking space cannot be guaranteed. Parking is strictly at the member's risk.
- Only clean indoor sports shoes that are not used outdoors may be worn in the fitness room and main hall. Those full members who are entitled to play tennis should consult the additional regulations about footwear suitable for the Tennis Courts.
- Outdoor shoes **MUST NOT** be worn in the changing rooms; they must be left in the racks provided.
- The facilities of the Sports Club are open to members only at the times published on the current timetable; access times may vary depending on school use. The Wykeham Sports Club reserves the right to amend the

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opening times, with all possible prior notice given to members. Timetables may be downloaded from the School's website: <http://www.winchestercollege.org/wykeham-sports-club>, and can be found displayed on the Wykeham Sports Club Notice Board at the PE centre.

- Members should routinely read the WSC notice board.
 - Winchester College is a no-smoking site; smoking is prohibited in all buildings and within School grounds.
 - No alcohol or food may be consumed anywhere on the premises.
 - Drinks, other than in re-sealable bottles, are not permitted in any sports area (pool, fitness room, dojo or main hall). They are only allowed in changing rooms or corridors.
 - The Wykeham Sports Club reserve the right to refuse access to anyone suspected of being under the influence of alcohol or other controlled substances.
 - Members are advised not to leave money or valuables at the Sports Centre. If they do so it is at their own risk.
 - Members must obey any additional rules that may be in place from time to time in place about the use of individual facilities.
 - Details of Fitness & Exercise Classes and Courses are posted on the WSC Notice Board. Members are entitled to pay reduced charges in accordance with advertised information. Courses may be attended only by prior application.
 - The PE Centre Management reserves the right to restrict numbers using any of the individual facilities, for safety reasons. The Duty Manager or Duty Lifeguard will have absolute authority to implement this. We ask for your understanding in these circumstances.
- Additional rules for Pool users**
- Members using the pool **MUST** wear a swimming hat, regardless of age, sex or hairstyle.
- **Children** under 18 must be accompanied by an adult member whilst in the PE Centre and must be adequately supervised at all times.
 - Children aged 8 years and under **MUST** be accompanied **IN THE WATER** by an adult.
 - Children aged between 9-16 years **MUST** have an adult in the water or at the poolside (i.e. not elsewhere in the building).
 - Children aged between 16 – 18 years included in your Family swim membership may use the pool unaccompanied, during Family Swim sessions
 - Adults' supervision of children should meet the following ratios: 1:3 for children aged 8 or under; 1:4 if aged 8-16.
 - **Children in Lanes swimming sessions.** Permission may be granted on request for children aged 16 or 17 who have **FULL** Family membership. They must be competent swimmers to use Lane Swimming sessions and PE Centre General Manager must grant permission in advance. The decision of the Enterprises and PEC staff about such requests will be final.
 - **Children in Fitness Suite-** Children under 16 are not permitted in the fitness room at all times. Children between 16 and 18 years old may only use the fitness suites when accompanied by an adult member irrespective of any experience they may have of using similar equipment elsewhere. All Members using the fitness room **MUST** have undertaken an Introductory Session with a qualified member of the PE Centre staff **BEFORE** using the equipment. An appointment should be made in advance for this.
 - No children under 16 are to use any facilities, including the Tennis Courts, unless they are accompanied at their session by an adult member.

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Guests of Wykeham Sports Club members

- During term time guests of Wykeham Sports Club members are not permitted to use the facilities.
- During Winchester College School holidays members may be permitted to bring guests (max of two guests at any one time) to use the Pool subject to a guest fee being paid.
- Guests must be accompanied by the member.

Termination of membership

- Members who wish to terminate their membership are requested to do so in writing to the Wykeham Sports Club Administrator giving a minimum of 30 days' notice. Failure to give such notice may result in the following quarter's fees being charged.
- Winchester College Enterprises reserves the right to terminate Membership at any time.
- Direct Debit Payments: It is the responsibility of the member to cancel their Direct Debit agreement with their bank if they wish to do so, after receiving acknowledgement of the cancellation from the WSC Administrator.
- Annual Memberships paid in advance will be for a full 12 month period. If a membership is cancelled within this period, the WSC will not be required to refund the remaining subscription fee.
- Any part-refund of any subscription is at the discretion of the management and will depend on the correct notice period being given.

Suspension of membership

Any member wishing to suspend their membership should contact the Sports Administrator. Any decision will be reviewed on an individual basis and may be subject to an additional Administration fee if granted.

Disclaimer

- *Winchester College, Winchester College Enterprises, the Wykeham Sports Club and its employees will not be liable for loss or damage to property or for personal injury or death of any Member except that such loss, damage, personal injury or death arises from the wilful neglect or default of Winchester College, Winchester College*

Enterprises, Wykeham Sports Club and/or its officers or agents.

ADDITIONAL RULES APPLICABLE FOR WINCHESTER COLLEGE STAFF ONLY

Staff membership

- All permanent or fixed-term employees of Winchester College are entitled to use the facilities as full family members, subject to the same standard rules and regulations as apply to Wykeham Sports Club members.

Staff Guests

- a) One-session Guest Admission Vouchers for guests of employees may be purchased *in advance* for the Pool at £2.00 per session or the Fitness Room at £5.00 per session. Please note that potential users of the Fitness Room will also be required to complete an induction before use for which a £10.00 induction fee will be charged and thereafter a standard fee of £5.00 session
- b) Guests must be accompanied by the employee member when using the PE Centre.
- c) A maximum of 7 one-session Guest admission Vouchers will be accepted per annum for any one individual user.
- d) Other terms and conditions available to staff can be found in the staff information sheet.

WSC Honorary Members

- Occasionally, other individuals may be given Honorary Membership of the Wykeham Sports Club.
- These memberships will be reviewed annually and are given at the discretion of the Bursar and Head of PE. Honorary Membership is for 12 months at a time.
- Honorary Memberships will be subject to the same standard rules and regulations as apply to WSC members, and may use the facilities only in accordance with the published timetable.