



Policies and Procedures

2019-2020

Clemson University

CAMPUS RECREATION

Updated: 8/15/2019





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I. CAMPUS RECREATION'S GENERAL INFORMATION & GUIDELINES

ABOUT CAMPUS RECREATION

Campus Recreation Mission

The Department of Campus Recreation strives to provide quality recreation experiences to the students, faculty, and staff of Clemson University through its programs and facilities. These experiences afford the diverse campus community opportunities to interact while participating in a wide variety of instructional and competitive activities that promote the development of the mind and body.

Campus Recreation Facilities/Addresses/Phone Numbers

Campus Recreation
 Fike Recreation Center
 110 Heisman Street
 Clemson, SC 29634

Campus Recreation
 Snow Family Outdoor Fitness and Wellness Center
 275 YMCA Circle
 Seneca, SC 29678

Campus Recreation
 Douthit Hills Fitness Center
 110 N. Cherry Street
 Clemson, SC 29634

Fike Recreation Welcome Center.....	(864) 656-3453
Douthit Hills Fitness Center Welcome Center.....	(864) 656-9828
University Physical Therapy & Sports Medicine.....	(864) 643-1344
Scheduling, Events & Reservations.....	(864) 656-5828
Fitness & Wellness Programs.....	(864) 656-7617
Sport Programs: Intramural & Club Sports.....	(864) 656-6200
Clemson Outdoor Recreation Education (CORE).....	(864) 656-0892
Snow Family Outdoor Fitness and Wellness Center Football Parking.....	(864) 656-4699



DEPARTMENT-WIDE GENERAL GUIDELINES

Campus Recreation policies are designed for the protection of participants, employees, and facilities. Participants are of all ages; including children. All participants should be mindful and respectful of others around them. The following are general guidelines that may be applied to any facility or program participant.

- Participants must observe all posted signs and verbal directions provided by Campus Recreation staff.
- Participants may not interfere with employee duties, use obscene language, or engage in verbal and/or physical abuse of employees or other participants.
- Use of drug, alcohol, and tobacco products (including smokeless tobacco and vape paraphernalia) are not permitted at Campus Recreation facilities or program venues. Attendees or participants identified as impaired will be removed from Campus Recreation facilities or program activities and may be referred to CUPD and/or OCES.
- Attempts to use another member's ID or provide an ID for another's use violates University and State regulations. Consequences of ID violations will result in confiscation of the ID in question and suspension from Campus Recreation facilities and/or program participation. Individuals may be referred to CUPD and/or OCES.
- Use of Campus Recreation facilities for personal training services not approved by Campus Recreation staff violates University policy relating to facilities, services, or solicitations, and is prohibited at all program venues.
- No pets are permitted inside facilities, on turf fields, or Lightsey Bridge Field. Exception is made for documented service animals.
- Patrons (non-Clemson students) must be at least 18 years of age to enter Swann Fitness Center without an adult 18 years of age or older. **Patrons 15 years old and younger must have direct adult supervision at all times in all facility areas.** Any individual age 5 years or older is required to have a membership or be a sponsored guest to access Swann Fitness Center.
- For sanitation and safety reasons, and to protect the facility and equipment, participants are required to wear clothing appropriate to each activity area. See sections below for appropriate attire.
- Participation and entry for academic purposes (academic research, projects, observations, etc.) or any photography and videography must be submitted in writing and approved prior to accessing Campus Recreation facilities or program activities. See section below for specific approval process.
- All participants are prohibited from using any exterior doors of facilities, excluding main entry doors, unless prior approval has been given, or during an emergency.
- Campus Recreation follows Clemson University's Drone Policy, [here](#).

Guidelines apply to department programs and service locations:

- Fike Recreation Center, including all areas in Swann Fitness Center & McHugh Natatorium
- Upper and Lower Intramural Fields
- Snow Family Outdoor Fitness and Wellness Center, including all areas of the property and the LoConte Family Field & Championship Turf Field
- Douthit Hills Fitness Center
- Lightsey Bridge Field
- Any on-campus or off-campus facility or program venues where Campus Recreation programs take place



ASSUMPTION OF RISK

Participants participate at their own risk. Clemson University and Campus Recreation are not responsible for financial costs related to health or wellness services resulting from illness or injury incurred during use of Campus Recreation facilities or participation in program activities. It is recommended that participants secure accident insurance/coverage prior to exercising or program participation and seek medical advice prior to participation. Participants in high risk activities may be required to sign additional waivers.

POLICY VIOLATIONS

Campus Recreation staff reserves the right to ask participants/attendees to leave and deny facility/program access for policy violations. Violations may require participants to meet with Campus Recreation staff prior to further facility access or program participation. At the conclusion of the meeting, the individual will receive written notification of any applicable suspension. Staff may also refer students to the Office of Community and Ethical Standards (OCES) and staff to Human Resources for further investigation and discipline. CUPD may also be notified depending on the severity of the incident in question. Situations or circumstances not covered in this handbook will be addressed and resolved by Campus Recreation staff.

Participants may appeal the decision by filing a Disciplinary Appeal Form with the Senior Director of Campus Recreation, and/or their designate(s), within seven days of the date of the disciplinary sanction. It is the responsibility of the participant to provide concrete reasoning as to why the disciplinary action is too severe. All sanctions will remain in place through the appeal process. The acceptable standards for appeal are: harshness of sanction or lack of due process.

PHOTOGRAPHY/POSTING/RESEARCH APPROVAL

Campus Recreation has priority for ad space within all Campus Recreation facilities for displaying information about departmental programs and services. Campus Recreation reserves the right to reject any advertisement based on certain criteria which include, but are not limited to, design, content, and image specifications.

Prior permission from Campus Recreation must be obtained to photograph or video any Campus Recreation activities/programs/participants or to conduct research at any Campus Recreation facility or program site. Please fill out the [Campus Recreation Photography and Video Access Request Form](#) and or the [Campus Recreation Research Access Request Form](#) and email it to Kelly Ator, Director of External Relations (lator@clemson.edu) at least 2 weeks prior to the desired date. Information to include in your email: contact information, organization's information, event details, image file, and desired duration of advertisement display, research project, or photography or videography.

Guidelines for images to be considered for display include the following:

- Must be **1024px** in width by **636px** in height.
- Must follow the Clemson University branding guidelines which can be found at clemson.edu/guidelines and must be approved by Campus Recreation staff.



FACILITY HOURS

Below are normal operating hours during fall and spring semester. For additional facility hours, including building closures or winter, spring, and summer break schedules, please visit our [Facility Hours](#) page.

All Campus Recreation facilities are closed for general use and programs canceled on all Clemson University home football game days. All Campus Recreation programs and services are closed for all University closures, unless denoted on the Campus Recreation main page.

Fike Recreation Center

	Swann Fitness Center	Pool in McHugh Natatorium	Dry Sauna / Steam Room in McHugh Natatorium	Climbing Wall	Physical Therapy UPTSM
Mon	5:30 a.m.–1 a.m.	5:30–9 a.m., 11 a.m.–2 p.m., 5–8 p.m.	5:30 a.m.–10 p.m.	4–9 p.m.	10 a.m.–7 p.m.
Tue	5:30 a.m.–1 a.m.	5:30–9 a.m., 11 a.m.–2 p.m., 5–8 p.m.	5:30 a.m.–10 p.m.	4–9 p.m.	11 a.m.–8 p.m.
Wed	5:30 a.m.–1 a.m.	5:30–9 a.m., 11 a.m.–2 p.m., 5–8 p.m.	5:30 a.m.–10 p.m.	4–9 p.m.	10 a.m.–7 p.m.
Thu	5:30 a.m.–1 a.m.	5:30–9 a.m., 11 a.m.–2 p.m., 5–8 p.m.	5:30 a.m.–10 p.m.	4–9 p.m.	11 a.m.–8 p.m.
Fri	5:30 a.m.–Midnight	5:30–9 a.m., 11 a.m.–2 p.m., 5–8 p.m.	5:30 a.m.–10 p.m.	1–5 p.m.	8 a.m.–5 p.m.
Sat	8 a.m.–Midnight	11 a.m.–2 p.m. & 5–8 p.m.	11 a.m.–10 p.m.	1–5 p.m.	Closed
Sun	Noon–Midnight	Noon–2 p.m. & 5–8 p.m.	Noon–10 p.m.	1–5 p.m.	Closed

Douthit Hills Fitness Center

	Douthit Hills Fitness Center
Mon	6:30 a.m.–Midnight
Tue	6:30 a.m.–Midnight
Wed	6:30 a.m.–Midnight
Thu	6:30 a.m.–Midnight
Fri	6:30 a.m.–10 p.m.
Sat	Noon–10 p.m.
Sun	Noon–Midnight

Access to Douthit Hills Fitness Center is reserved only for Student Members.

Guest Passes are not available or applicable at this location.



Snow Family Outdoor Fitness and Wellness Center

	CORE*	Championship Field*
Mon	10 a.m.–4:30 p.m.	No Open Recreation
Tue	Noon–4:30 p.m.	No Open Recreation
Wed	Noon–4:30 p.m.	No Open Recreation
Thu	Noon–4:30 p.m.	No Open Recreation
Fri	10 a.m.–5:30 p.m.	1–4 p.m.
Sat	*Noon–4:30 p.m.	No Open Recreation
Sun	*Noon–4:30 p.m.	No Open Recreation

- *The CORE Office is open on Saturdays and Sundays following spring break and up until fall break.
- *Open recreation at Championship Field is available around reservations. Open recreation hours vary depending on weather conditions (no precipitation or lightning in the area) and Campus Recreation events. Open recreation is not available if the main gate is closed and a Campus Recreation staff member is not onsite at the field.

MEMBERSHIPS

Campus Recreation Membership is required to use any Campus Recreation facility or to participate in any Campus Recreation program.

Membership Types and Eligibility

All Campus Recreation membership privileges extend to use of the Swann Fitness Center at the Fike Recreation Center, including open recreation activity areas, daily locker use, and Group Fitness classes. Members may also participate in and access CORE rentals.

Access to Douthit Hills Fitness Center is reserved only for Student Members.

Individuals must present one of the following forms of identification when purchasing a Campus Recreation membership: official/valid Clemson employee or student photo ID, valid State Driver’s License, valid State ID card, current Passport, or US Military ID.

Patrons (non-Clemson students) must be at least 18 years of age to enter Swann Fitness Center without an adult 18 years of age or older. ***Patrons 15 years old and younger must have direct adult supervision at all times in all facility areas.*** Any individual age 5 years or older is required to have a membership or be a sponsored guest to access Swann Fitness Center.



Student Membership
Campus Recreation membership fees are added to student University bills for all Clemson and Bridge students taking a full course load of in-person courses. Classes that are online, research hours, hybrid classes, co-op experiences, and classes during May-mester or a summer mini-mester do not count towards a full course load which may mean Campus Recreation fees were not applied to the student's University bill. Part-time Clemson students are eligible to purchase a student membership.
Employee Membership
Available to current, retired, and emeritus University employees.
Alumni Membership
Available to Clemson degree granted alumni.
Community Membership
Available to any individual who is not a student, employee, or alumni of Clemson. There is a reduced community rate for dependents under the age of 18 and residing in the home of a community member.
Early Morning Membership
Available to any member. Membership is only valid 5:30–11 a.m. Monday-Friday and all-day Saturday-Sunday.
F45 Add-On Membership
Available to any Clemson student or University employee or community member who has a current Campus Recreation membership. This membership allows the member to participate in F45 classes.
Spouse/Family Membership
Student, employee, and alumni can opt to purchase a membership that extends to their spouse/dependents. Dependents are classified as individuals age 17 or younger and residing in the home of the Campus Recreation member. Activity area age restrictions apply.

GUEST PASSES – SWANN FITNESS CENTER ONLY

Campus Recreation members may sponsor up to three (3) guests per day for a fee (activity area age restrictions apply).

- Guest passes are valid for a single entry on the date of purchase only.
- Guests must be sponsored by a Campus Recreation member 18 years or older.
- Guests must be at least 18 years of age to enter Swann Fitness Center without an adult 18 years of age or older. **Patrons 15 years old and younger must have direct adult supervision at all times in all facility areas.** Any individual age 5 years or older is required to have a membership or be a sponsored guest to access Swann Fitness Center.
- Individuals must present one of the following forms of identification when purchasing a guest pass: official/valid CU employee or student photo ID, valid State Driver's License, valid State ID card, current Passport, or US Military ID.
- Guest pass privileges include use of Swann Fitness Center, day-use lockers, and participation in group fitness classes (depending on class availability).
- Guest pass holders MAY NOT purchase personal or small group training sessions.
- Current Clemson students/employees may sponsor themselves for a daily guest pass with a valid Clemson photo ID.
- Sponsoring members must accompany their guests at all times while in the facility.



- Sponsoring members are responsible for their guests' behavior and equipment check-out/return.
- Sponsoring members are responsible for remuneration for any lost, broken, or damaged equipment.

PAYMENTS

Payment Methods

Campus Recreation accepts payment in form of Visa, MasterCard, Discover, American Express, TigerStripe, and personal check with proper ID (Driver's Licenses or State ID Card). Membership payment for eligible Clemson University employees may also be made with Payroll Deduction.

Refunds

Refund requests may be made at the Welcome Center inside the Fike Recreation Center or at the CORE office and are reviewed by Campus Recreation staff.

- All refunds are subject to a processing fee. Refund amounts will be prorated based on the number of days remaining until the program.
- Refund requests submitted fewer than 7 days in advance of a scheduled program will not be approved.
- All refund requests are subject to approval and are not a guarantee of a refund.
- Requester will be notified of confirmation or denial of their refund.
- Refunds for credit/debit purchases will be returned to the card used on the initial transaction. Refunds for TigerStripe purchases will be returned to the CUID card. Refunds for checks will be made in the form of a check from Clemson University.
- Membership and guest pass purchases are non-refundable and non-transferrable.
- Deposits made for programs that require multiple payments are non-refundable. See specific programs for details.
- A full refund will be offered in the case of any program cancellation. All program registrations should be considered pending until appropriate course numbers are reached.

IDENTIFICATION

Verification of eligibility to use Campus Recreation facilities and/or to participate in programs is required. Pursuant to article 10 (Fraud) and article 25 (University ID Card) of the student code of conduct any ID presented not belonging to the individual presenting it will be confiscated and turned over to Campus Recreation staff.

- Article 10: Fraud
 - a. No student shall misrepresent himself/herself in, or with regard to, any transaction with the University, whether oral, written or by other means.*
 - b. No student shall alter, misuse or intend to misuse University documents, records or identification cards.*
- Article 25: University ID Card
 - a. No student shall fail to present his/her student identification to a University official upon request. Clemson University ID cards are nontransferable, and students may not lend their ID cards or use the ID cards of other students.*
 - b. No student shall fail to carry his/her student identification at all times when within reason.*



Swann Fitness Center at Fike Recreation Center

- A valid CUID or Campus Recreation Membership ID is required at the Welcome Center ID check station to enter the Swann Fitness Center.
- Alternate computer identification verification: Welcome Center staff will verify picture identification information for entry to the Swann Fitness Center or Douthit Hills Fitness Center up to three (3) combined times per semester. After three (3) computer verifications, a member must produce his/her ID, purchase a replacement CUID, or purchase a Guest Pass to enter the Swann Fitness Center.
 - Guest Pass receipts are valid for single entry on the date of purchase only.
 - There is a \$5 charge to reprint a Campus Recreation Membership ID card.

Douthit Hills Fitness Center

- A valid CUID is required at the Welcome Center ID check station to enter.
- Alternate computer identification verification: Welcome Center staff will verify picture identification information for entry to the Swann Fitness Center or Douthit Hills Fitness Center up to three (3) combined times per semester. After three (3) computer verifications, a member must produce his/her CUID.

The Snow Family Outdoor Fitness and Wellness Center

- In order to participate in open recreation at LoConte Family Field, participants are required to display a valid CUID upon request.
- CORE rentals and trips are available to patrons with a current Campus Recreation membership.

Intramural Sports and Club Sports

- In order to participate in Intramural Sport activities, participants must present to the Intramural Sports staff a valid CUID card prior to each contest.
- When ID checks are required during Club Sports events, a valid CUID card must be presented.

FOOD & BEVERAGE

- Non-glass, sealable containers are permitted in Campus Recreation indoor and outdoor facility areas. Campus Recreation staff determines if containers meet acceptable standards.
- Food is not permitted within any areas at the Swann Fitness Center or Douthit Hills Fitness Center, or on the LoConte Family Field or Championship Field at the Snow Family Outdoor Fitness and Wellness Center.
- Gum is not permitted at the Climbing Wall within the Swann Fitness Center or on the LoConte Family Field or Championship Field at the Snow Family Outdoor Fitness and Wellness Center.

EQUIPMENT CHECK-OUT/IN

Swann Fitness Center

- Day-use equipment is available for checkout with valid CUID or Campus Recreation Membership ID. Day-use equipment must be returned by facility closing on the same day to avoid replacement charge. Primarily all day-use equipment must stay within the facility and only specific equipment may be used outside the facility.



- A separate inventory of equipment is available for multiple day use. Multiple day use equipment is reserved in advance and returned on a specified due date to avoid late return or replacement charges. To reserve multiple day use equipment, please fill out the request form on the *Reservations & Rentals* webpage [HERE](#).
- Equipment that is checked out must be checked in by the same person. Lost, missing, or damaged Campus Recreation equipment or property may result in replacement charges or suspension of Campus Recreation membership.
 - At the end of each week, patrons who have checked out equipment that has not been returned will receive an email with instructions to return the equipment before the end of the following week. If at the end of the second week of being overdue the equipment has not been returned, the member will have to pay for the cost of replacing the piece of equipment. Membership privileges, including access to the facility will be suspended until the equipment is returned or paid for.

The Snow Family Outdoor Fitness and Wellness Center

- Equipment can be rented at the CORE office at the Snow Family Outdoor Fitness & Wellness Center during normal office hours.
- Equipment may be rented by anyone who has an active Campus Recreation membership.
- Equipment can be reserved up to 14 days in advance by using submitting [Online Reservation Request Form](#), by phone at (864) 656-0892, or by visiting the CORE office at the Snow Family Outdoor Fitness & Wellness Center.
- All reserved equipment must be picked up and returned at the CORE office during normal office hours. Equipment that is returned late will be charged at the daily rate for each day it is overdue.
- CORE offers FREE canoe and kayak rentals, as well as reduced rate paddle board rentals (\$5), every day during normal building office hours on a first-come, first-serve basis. Boats available through this program may only be used on-site at the beach at Snow Family Outdoor Fitness & Wellness Center and must be returned before the end of office hours on the day of the rental. Free & reduced-rate boats cannot be reserved, taken off-site, or checked out for multiple days. If the boat is checked out through the free boat program, but is returned outside of the office hours or kept overnight, the normal rental fee will apply and payment will be collected upon return of the equipment. Lost, missing, or damaged Campus Recreation equipment or property may result in replacement charges or suspension of Campus Recreation membership.

LOST, DAMAGED, OR STOLEN ITEMS

Campus Recreation is not responsible for participant's lost, damaged, or stolen personal articles. Individuals should report stolen items to CUPD.

- Inquiries may be made at the Fike Welcome Center or CORE Welcome Desk.
- Personal toiletry items are disposed of immediately due to sanitary health reasons.
- CUID's are returned to the TigerOne office located in the Hendrix Student Center.
- Residence Hall keys are returned to the Housing Office.
- Items of value are secured at the Welcome Center in the Fike Recreation Center and are turned over to CUPD on a monthly basis.
- Items such as bags, clothing, footwear, sport gear, water bottles, etc., are secured. Unclaimed items are held for a minimum of 48 hours, and then donated.



FACILITY RESERVATIONS AND EQUIPMENT RENTALS

There are several Campus Recreation facility spaces and equipment that may be reserved or rented. Information about reserving space and/or renting equipment can be obtained [here](#), or by emailing scheduling@clemson.edu. For information on CORE equipment rentals, please see section above.

Any reservations that require staff must be submitted at least 4 weeks prior to the reservation date. All other requests must be submitted at least 2 weeks in advance for full consideration. All reservation groups will be required to review and sign a memorandum of understanding that includes reservation specific policies.

Reservation and rental requests may be submitted up to a year in advance, and will be considered in order of the date received and in keeping with the following priority:

1. Campus Recreation, CU academic classes, Student Affairs, the President's Office
2. Registered Student Organizations (RSO's) of 10 or more
3. University affiliated programs/events
4. Non-University affiliated programs/events

Requests for facility or field use from priority groups 2-4 will be confirmed according to the following schedule:

- no sooner than April 1 for Fall Semester
- no sooner than October 1 for Spring Semester
- no sooner than March 1 for Summer Sessions

Exceptions: Groups/organizations that sponsor major special events which require advance booking may be confirmed earlier than the listed dates provided there is no conflict under the Campus Recreation Staff discretion.

Student organizations will not be granted reoccurring reservations. Each organization may only host one event per academic year. Any additional event requests will be reviewed by Campus Recreation staff. Approval for additional events is not guaranteed.

Space requests from recognized student organizations will be reviewed on a case-by-case basis. The parameters for approval and charging include the following:

- Open recreation hours will be protected when accommodating special events whenever possible. Every effort will be made to manage space resources so the activity and open recreation can co-exist but open recreation is a consistent priority.
- Student-run special events engaging Clemson students and open recreation will be considered as a higher priority than student-run events that cater to non-students of the University. Reservation rates will be applied to events or reservations that include guests who are not Clemson students.
- Events that are organizational fundraisers and charge an admission/participation fee will be charged for use of space, staffing, etc. utilizing the approved billing rates, which can be found [here](#).
- Student events for non-recreational activities including philanthropies, may fall under the same expectations as listed above. If space costs are donated by Campus Recreation, staffing fees will be recovered at the cost of the organization.



Facility Reservation Procedures

Completion and submission of an online reservation request form is required of all organizations/groups that are not associated with Campus Recreation for reservation of all Campus Recreation spaces.

All reservation requests for use of Campus Recreation facilities/fields must be approved by the Events and Scheduling team. Further approval of CUPD may be needed under certain circumstances.

Facility Reservation Cancellations

For groups hosting one-time or less frequent events in Campus Recreation facilities:

- If the group does not give 72 hour notice of event cancellation or time change via email, they will be asked to pay the full amount quoted before their event. If proper notice is given for adjustments to be made, the group will pay the adjusted amount.
- For groups hosting a free event, a missed or late reservation will be reviewed on a case-by-case basis by the Events and Scheduling team to determine if future reservations will be allowed.
- If the group does not show up within 30 minutes of their reservation start time (setup buffer not included), Campus Recreation staff will take down any set up for the reservation and reopen the space for open recreation. Unless proper notice is given, the group will not have access to the space after the 30-minute mark has passed.

For groups with reoccurring reservations in Campus Recreation facilities:

- A representative from the group must notify the Events and Scheduling team of any cancellations or time changes with at least 24 hours (or a full business day) advanced notice via email.
- In the event that the group does not give proper notice, they will be allowed three late or cancelled reservations (without notice) before losing their regular reservation for the remainder of the semester.
- It will be to the discretion of the Events and Scheduling team and Campus Recreation administration whether the group will be able to continue their reservation for future semesters.
- If the group does not show up within 30 minutes of their reservation start time (setup buffer not included), Campus Recreation staff will take down any set up for the reservation and reopen the space for open recreation. Unless proper notice is given, the group will not have access to the space after the 30-minute mark has passed.

The above policy does not include internal Campus Recreation affiliated reservations, as those will be reviewed on a case-by-case basis. Club Sport team "no shows" or late arrivals will still be documented by the Recreation Supervisor on duty and will be reviewed by the Events and Scheduling team and the Club Sports administrative team.

In Case of Severe Weather:

- If a group cancels due to weather concerns, but the facility space remains open, the group is still responsible for facility costs. Staffing costs will also be recovered, unless staff are able to be contacted to cancel shifts in advance.



- If the university closes due to inclement weather, all reservations will be cancelled.
- All outdoor reservations are rain or shine, unless fields are closed by Campus Recreation staff.
- Clemson University uses SkyGuard weather system for severe weather warnings. In the event of lightning warnings, Campus Recreation staff will inform outside field reservations and pool reservation groups to stop activity and seek shelter. In the event of visible lightning or audible thunder without an issued warning, participants must seek shelter for 30 minutes after the last lightning strike or audible thunder before resuming play.
- Campus Recreation buildings are not to be used as a rain site for event participants or guests at any time.
- A 24-hour rain call is required for all outdoor reservations.
- Please review the Outdoor Field policy section below for more inclement weather information.

General Event Policies

- All event participants, guests, or spectators must follow department policies, including area age restrictions.
- Campus Recreation facility and field reservations may not extend beyond 12:00 a.m. (midnight) without approval by the Senior Director of Campus Recreation and CUPD. (Information on provisions for reservation of facilities after closing is available through [Facility Services](#)).
- Organizations/groups not affiliated with Clemson University must provide a Certificate of General Liability Insurance (including liquor liability for those organizations/groups that seek approval to sell or serve alcohol) in an amount acceptable to Clemson University and with Clemson University named as an additional insured.
- ARAMARK Corporation has contracted with Clemson University to be the exclusive food and beverage service provider for events held on campus. A signed waiver from ARAMARK Corporation is required for food or beverage service to be provided by any other means ([Food Service Agreement](#)).
- T-shirt sales in association with an event must have Clemson University Central Spirit and Director of Licensing approval ([Event Registration/Sales and Solicitation Form](#)).
- Vendors that have Clemson University approval to sell their merchandise in conjunction with an event must provide a Certificate of General Liability Insurance in an amount acceptable to Clemson University and with Clemson University named as an additional insured. Access the Vendor Application here. Any outside rentals associated with events in Campus Recreation facilities must be communicated with the Events Coordinator during pre-event meeting communication. Drop off/pick up times and load in procedures must be discussed and approved ahead of time to the discretion of the Events Coordinator and Campus Recreation staff.
- Vehicles are not permitted on the sport fields. Vehicles are permitted in designated parking areas. Groups are responsible for contacting Parking and Transportation Services for parking related questions and submitting request forms. Parking for unloading equipment and supplies must be approved by Campus Recreation.



- Staking for tents or other equipment is not permitted on any sport fields. Water weights are recommended.
- Campfires are prohibited, with exception of any area that may be so designated by Campus Recreation and duly permitted. Grills may be used for cooking, but may not be set up sport fields. Charcoal residue must be bagged and deposited in a dumpster on site or removed from the premises.
- All animals brought on Clemson University property must be on a leash. Animals are not permitted on turf fields or inside buildings, unless a documented service animal. All animal waste must be properly disposed of by the owner.
- Swimming in the McHugh Natatorium at Fike Recreation Center is permitted only during approved hours when aquatic specialists employed by Campus Recreation are on duty. Groups that wish to swim at times other than regular operating hours must assume the cost for providing staff. (A minimum of 2 staff is required.)
- Facilities/Fields are not to be altered in any manner without permission from Campus Recreation. They are to be left clean and in good condition. Outdoor events are responsible for their own trash. Garbage and trash must be bagged and deposited in a dumpster on site or removed from the premises.
 - Recycle when possible. Look for recycling carts marked for recycling plastic bottles (#1 & # 2) and aluminum cans. Remove tops from bottles and empty all liquids before depositing in the appropriate recycling cart.
- For those events that include alcohol sales or service:
 - Alcohol is not permitted at on-campus events without approval by the appropriate Vice President(s) and the Clemson University Police Department (Ref: Registration for Events with Alcohol).
 - The sale, service, or consumption of alcohol is prohibited at the Campus Recreation Area beach.
 - All alcohol sales and service for on-campus events must be administered by ARAMARK Corporation and end no later than 12:00 am.
 - All on-campus events where alcohol is served or sold are subject to having security present as required and assigned by the Clemson University Police Department at the expense of the reserving group.
- Guest waivers for non-Fike members must be signed at the Welcome Center prior to entering an event.
- All exterior door access other than the main front doors requires staffing.
- Unless previously arranged, events will not be permitted to store equipment or supplies overnight, outside of the duration of their reservation.
 - Shipments and deliveries are to be communicated in advance. If proper communication of shipment and delivery is not made, Campus Recreation Staff can reject the drop off of items.



II. SWANN FITNESS CENTER AT FIKE RECREATION CENTER POLICIES

GENERAL ACTIVITY AREA GUIDELINES

- This facility is a food-free facility. No food of any kind is permitted.
- All beverages must be in non-glass, sealable container. Campus Recreation staff reserves the right to determine if containers meet acceptable standards.
- For safety and/or facility maintenance reasons, appropriate sport or exercise clothing and footwear is required. Please see each activity or program section for additional requirements or adjustments.
 - Closed-toe, closed-black, non-marking shoes are required. Cleats are not permitted in the facility.
 - Jeans, zippers, belts, snaps, metal studs, and other materials on clothing that may damage equipment, upholstery, or flooring are not permitted.
 - Full torso covering shirts must be worn by all patrons in the Swann Fitness Center, unless detailed specifically in area requirements below.
 - Cut-off sleeves and tank tops are permitted, providing they completely cover the nipples and spine, and sides are cut no lower than the bottom of the rib cage. Clothing should serve as a safety barrier between skin and equipment as much as possible.
 - Campus Recreation staff may determine any item of clothing unacceptable.
- General Gym Etiquette
 - Excessive yelling/noise is prohibited in all areas. Campus Recreation staff reserves the right to determine if any noise level is unacceptable.
 - Use of headphones is required when using a personal listening device in all areas. Use of amplifying speakers is not permitted without reservation.
 - Sanitation stations are located throughout the facility. Patrons are asked to clean equipment before and after use.
 - Patrons should re-rack weights and return equipment following use. Equipment should also be used in its original area and not brought to other areas of the facility.
 - Spitting on the floor or walls is prohibited and may result in loss of privilege to Campus Recreation facility and/or program use.
- Dropping weights is prohibited as it will damage equipment and flooring and poses a safety concern for other patrons.
 - Deadlifts may be performed in the Lunge/Strength Hallway at designated stations. Please note that weight must be returned to the floor without dropping, slamming, or bouncing weight as this will cause additional wear to the bars, weights, and flooring.
- Running stairs is not permitted anywhere in the facility.
- Patrons are not permitted to utilize more than one (1) form of additional fitness training gear or more than one form of stress on the body.
 - Examples include, but are not limited to: weighted clothing may not be combined with an elevation mask, elevation masks may not be combined with free weight or cardio machines, exercise is not permitted in the sauna.
- Campus Recreation reserves the right to inspect and determine if personal equipment is permitted for use in the facility.



- Baby strollers/carriers are not allowed in the activity areas or activity/fitness classes. Strollers may be allowed on the indoor track during non-peak hours, as determined by Campus Recreation staff.
- Activity spaces are available for drop-in open recreation use when not reserved. Room cards with daily schedules are located near the entrance to each activity space. Certain open recreation activities are scheduled in activity spaces for drop-in use. Please see the Open Recreation section below.

ACTIVITY AREA AGE REQUIREMENTS

Patrons (non-Clemson students) must be at least 18 years of age to enter Swann Fitness Center without an adult 18 years of age or older. **Patrons 15 years old and younger must have direct adult supervision at all times in all facility areas.** Any individual age 5 years or older is required to have a membership or be a sponsored guest to access Swann Fitness Center.

Area	Area Age Requirements
Pool, Sauna & Steam Room, Activity Areas (courts and studios), Track	All ages are welcome in these areas.
Free weight area	Must be at least 15 years old to use this area.
Pin-loaded/selecterize weight areas and cardio machines	Must be at least 10 years old to use this area.
Climbing Wall	Must be 18 to belay.
Locker Rooms/Restrooms	Youth 6 years and older are required to use gender appropriate locker rooms/restrooms. All gender changing/locker room is available on locker room level.

FITNESS EQUIPMENT AREAS – Atrium, Multipurpose Room, Core & Lunge/Strength Hallways, Cardio areas, Boxing, Functional Training

All

- Use of chalk (powdered or liquid) is prohibited and will be confiscated by Campus Recreation staff. Participants must set up a meeting with Campus Recreation Professional Staff to obtain chalk back.
- Wipe down equipment, especially seats and touch points, before and after use.
- Re-rack equipment after use. All equipment must remain in its designated area.
- Use of equipment other than for its designed function is prohibited.
 - Standing on exercise balls is prohibited.
 - Only equipment that is designated for dropping may be dropped.
 - Medicine balls are located throughout the facility and may not be dropped, slammed or thrown against any floors or walls in the facility. Medicine balls may only be held or tossed into the air and caught.



- Soft toss balls are located in functional training areas and may be held, tossed in air and caught, or tossed lightly against designated marked walls in functional training areas only.
- Slam balls are located in functional training areas and in the Core Hallway and may be held, tossed in air and caught, slammed against Mondo rubber flooring in the Core Hallways or functional training areas or against designated marked walls in the functional training areas only.
- Allow others to work in between sets.
- Walkways and open fitness areas must remain free from trip hazards. Personal items should be stored in day-use lockers or cubbies. Bags may not be placed on the floor in the free weight, pin-select, or functional training areas. Patrons should use day-use lockers. Campus Recreation staff determines if additional personal items constitute a trip hazard. Olympic bars must stay within racks of bench equipment or within the deadlift stations.
- Jump rope may only occur on rubber Mondo flooring. Jump rope is not permitted on gym floors or Terrazzo tile.
- Report any equipment concerns to Campus Recreation staff by referencing the piece and location.

Boxing

- Use of hand wraps or boxing gloves is required.
- Hanging from bags is prohibited.

Cardio

- There is a 30-minute time limit on all cardiovascular equipment when others are waiting.
- Personal items, including bags and jackets, should not be hung on machines if items may fall into gears and damage equipment.
- Use of treadmill safety clips is highly recommended.

Weight and Functional Training

- Benches may not be elevated, propped, or inclined separate from design.
- All weight training should be performed in a controlled and safe manner. Slamming, dropping or bouncing dumbbells, barbells, or weight equipment is prohibited.
- Use of weight clips/collars on all Olympic bars and curl bars using free weights are required.
 - The smith machine and freedom rack squat rack does not require clips as the Olympic bar moves in a designated path.
- Olympic style lifts (cleans, snatches, and jerks) are prohibited.
 - Deadlifts may be performed in the Lunge/Strength Hallway at designated stations. Please note that weight must be returned to the floor without dropping, slamming, or bouncing weight as this will cause additional wear to the bars, weights, and flooring.
- A spotter is recommended for all free weight lifts. Only Campus Recreation staff, primarily Personal Trainers and Fitness Assistants, who are trained in spotting may assist.



- Walkways and open fitness areas must remain free from trip hazards. Personal items should be stored in day-use lockers or cubbies. Bags may not be placed on the floor in the free weight, pin-select, or functional training areas. Patrons should use day-use lockers. Campus Recreation staff determines if additional personal items constitute a trip hazard. Olympic bars must stay within racks of bench equipment or within the deadlift stations.

ACTIVITY AREAS – Courts and Studios

General Open Recreation

- Open Recreation is available for members and guests in most activity spaces when not reserved for programming and event reservations. Room cards with daily schedules are located near the entrance to each activity space and a summary of all room cards is available at the Welcome Center. The Upper Fitness Studio is not available for open recreation.
- If equipment is set up in an activity area and there is not a scheduled activity listed on the room card, please inquire at the Welcome Center if the space is available for open recreation and if Campus Recreation staff may clear/set-up equipment.
- Closed-toe, closed-black, non-marking shoes are required for all activities, except yoga in the lower fitness studio.
- All equipment set up by Campus Recreation staff in activity areas will be taken down 1 hour before the facility closes.
- All sport games are regulated by players.
- For non-scheduled activities, or for scheduled activities outside of their scheduled time, space is available on a first come first serve basis, but still must be inclusive of other drop-in participants. A single person or group of people cannot monopolize the designated open recreation space that would prohibit other drop-in users from participating.

Studios

- Open recreation is not permitted in the Upper Fitness Studio.
- Use of Campus Recreation audio equipment is not permitted for open recreation.
- All equipment must stay in its designated location and may not be brought into the studio for open recreation.

Basketball

- Open recreation basketball is the most popular open recreation activity on the courts and it not a specific scheduled activity.
- Games are first-come first-served, and are regulated by players.
- Dunking is allowed, however snapping, excessive grabbing, or hanging from the rims is prohibited.
- Basketballs may not be kicked. Basketballs may not be shot from the track area.
- Teams are encouraged to play each game to 21 and may not play more than five (5) continuous games when all courts are occupied and teams are waiting to play.

Programmed Open Recreation

- Programmed open recreation serves as an informal opportunity for Campus Recreation members and guests to participate in range of recreational sports activities during scheduled times when normal programming in that space is not



occurring. This is intended for participants to meet new people with similar interests. This includes volleyball, indoor soccer and badminton on courts 4 & 5 and table tennis in the Lower Fitness Studio. Use will be on a first-come, first-serve basis that is also inclusive of other drop-in participants. A single person or group of people cannot monopolize the designated open recreation space that would prohibit other drop-in users from participating.

- When the area is not reserved for events or programs, Court 5 will be set up for the designated sport. For each scheduled activity, there is a minimum amount of participants necessary to displace other open recreation participants in a non-scheduled activity to set up Court 4.
- All activities are self-regulated and self-officiated.
- Campus Recreation staff will set up the equipment nets and patrons are responsible for checking out personal equipment from the Welcome Center.

Badminton

- Badminton is available during scheduled open recreation times when a reservation is not taking place, or by request at the Welcome Center when either Court 4 or 5 is available.
- At the start of the scheduled open recreation time and for the duration of the open recreation block, Court 5 will be set up. In order to set up an additional court, there should be a minimum of 2 additional players present. Courts will remain set up for the duration of the open recreation schedule block.
- No excessive running into or hanging on nets or poles.
- Any adjustments to net height must be made by Campus Recreation staff. Patrons may not adjust net height or tension on their own.
- When playing outside of schedule open recreation blocks, patrons should inform Campus Recreation staff when they are finished playing so staff may take down the equipment.

Indoor Soccer

- Indoor Soccer is available during scheduled open recreation times when a reservation is not taking place, or when there is an available court.
- At the start of the scheduled open recreation time and for the duration of the open recreation block, Court 5 will be set up. In order to set up Court 4, there should be a minimum of 4 additional players present. Court 4 will remain set up for the duration of the open recreation schedule block.
- Only indoor specific soccer balls are permitted. These are available for check out at the Welcome Center.
- Soccer balls should not be kicked against exterior doors, windows, or onto/from the track.
- When playing outside of schedule open recreation blocks, patrons will also check out the pop up soccer goals from the Welcome Center.

Volleyball

- Volleyball is available during scheduled open recreation times when a reservation is not taking place, or by request at the Welcome Center if there is an available court.
- At the start of the scheduled open recreation time and for the duration of the open recreation block, Court 5 will be set up. In order to set up Court 4, there should



be a minimum of 4 additional players present. Court 4 will remain set up for the duration of the open recreation schedule block.

- No excessive running into or hanging on nets or poles.
- Volleyballs may not be kicked excessively in a non-volleyball manner.
- Any adjustments to net height must be made by Campus Recreation staff. Patrons may not adjust net height, tension, or out of bounds rods on their own.
- When playing outside of scheduled open recreation blocks, patrons should inform Campus Recreation staff when they are finished playing so staff may take down the equipment.

Table Tennis

- Table Tennis is available during scheduled open recreation times, or by request at the Welcome Center when there is availability in the Lower Fitness Studio.
- At the start of the scheduled open recreation time and for the duration of the open recreation block, the Lower Fitness Studio will be set up.

Open Recreation Scheduled Drop-In Activities

Activity	Volleyball	Indoor Soccer	Badminton	Table Tennis
Days	Monday and Wednesday 7-11 p.m. & Tuesday and Thursday 5-7 p.m.	Monday and Wednesday 5-7 p.m. & Tuesday and Thursday 7-11 p.m.	Friday 7-11 p.m. & Sunday 2:30-4:30 p.m.	Saturday 8-10 p.m.
Location	Court 4 & 5	Court 4 & 5	Court 4 & 5	Lower Fitness Studio

RACQUETBALL COURTS

- Racquetball equipment is available for checkout at the Welcome Center.
- Eye goggles/protection and wrist straps are highly recommended.
- Backpacks, personal items, and fitness equipment may not be carried into the racquetball courts.

TRACK

- Chewing gum is not permitted on the track.
- Runners and walkers on track only – no spectators.
- Run/walk in direction of arrow indicated at track entrances.
- Run on inside lanes. Walk on outside lanes.
- Spitting on any track or wall surface is prohibited and will result in removal from facility and suspension of membership until successful meeting with the Associate Director of Operations.
- Strollers are permitted on the track during non-peak hours as designated by Campus Recreation staff.
- Lunge space available in the Lunge/Strength Hallway.



CLIMBING WALL

General

- The Climbing Wall may be used only during posted open recreation operating hours and under staff supervision.
- Valid CUID or Campus Recreation Members ID must be presented to Climbing Wall staff prior to climbing.
- Climbers must be at least 18 years of age in order to pass belay certification. Those 15 years of age and younger must have parent/guardian supervision while climbing. Harnesses are available in youth sizes for check out at the Climbing Wall. Shoes sizes range from 4.5–13.
- Food, chewing gum, and beverages are not permitted in the climbing area.
- Personal items must be kept clear of the climbing area by placing in day use lockers or shoe cubbies.
- Chalk is permitted in the Climbing Wall area, but cannot be taken to other areas of the facility. Loose chalk is not permitted and must be contained in a chalk sock. Chalk bags with chalk socks are available for check-out at the Climbing Wall.
- Equipment such as shoes, harnesses, ATC's, helmets and carabineers can be checked out at the Climbing Wall and returned after use.
- Climbing shoes or appropriate closed-toe, closed-heel footwear that do not leave marks on the wall are required while climbing.
- Campus Recreation reserves the right to inspect and determine if personal climbing equipment (belay devices, harnesses, shoes, etc..) are permitted for use in the facility.
- Bouldering on the climbing wall must stay below the black indicator line. Always boulder with a crash pad below you.
- Always keep the fall zone open.
- Avoid grabbing metal rings and twisting rope when climbing.
- Check that your partner is belay certified. Double check yours and your partner's gear: harness, knots, belay carabiner and ATC.
- Participants with a Campus Recreation belay certification should have their belay certification card displayed on their harness. Participants are given a free certification card upon certification. If lost, participants may purchase a new certification card at the Welcome Center.
- Listen for commands from partner:
 - Climber: "On belay," – Are you ready to belay?
 - Belay: "Belay on"- I am ready to belay.
 - Climber: "Climbing,"- I am ready to climb.
 - Belay: "Climb on"- Go ahead and climb.
 - Climber: "Take" – Take up slack in the rope.
 - Climber: "Slack"- The rope is too tight, give slack.
 - Climber: "Tension"- Take up all the slack.
 - Climber: "Lower"- I am ready to come down.
 - Belay: "Lowering"- I am lowering you.

Belay certification process

- All participants must be belay certified through Campus Recreation in order to belay at the Climbing Wall in the Swann Fitness Center.



- Belay certification may be achieved through either (1) Belay Clinic with a skills test or (2) through a Skills Challenge. Belay certification does not expire.
- Belay Clinics
 - For participants that are new to climbing and new to belaying, Campus Recreation offers free belay clinics for campus recreation members. Participants may register for the clinic online through their member portal up to three days before the clinic. There is a maximum of 12 spaces in each clinic.
 - After completing the clinic, the participants must demonstrate their belay skills on 5 separate visits before earning their certification.
 - The participant must perform all required skills correctly without assistance in order to pass.
 - A Climbing Wall staff member will backup belay for all participants taking the skills test.
 - If at any time during this process the participant incorrectly belays, they may be asked to retake the belay clinic.
 - If the participant passes the skills test, they will be allowed to belay for the rest of that day.
- Skills Challenge
 - Climbing Wall participants who have previous belaying experience, may ask to immediately demonstrate belay skills. Skills challenges occur during open climbing hours.
 - Participant must pass the written test and be able to perform all required skills correctly without assistance.
 - If at any time during this process the participant incorrectly belays, they may be asked to take the belay clinic.

MCHUGH NATATORIUM

General

- Do not run in the natatorium. Running the seating area stairs is not permitted.
- Do not dive in the lap pool area or use diving starter blocks unless prior approval is granted during reservations.
- Hypoxic breathing/breath-hold training is strictly prohibited.
- Do not dunk, push, chicken-fight, or engage in other rough play.
- Patrons are encouraged to shower before and after entering the water.
- Use provided locker rooms for changing of clothes and swim diapers.
- Do not enter water if you have a communicable disease or open wound(s).
- Spitting, nasal discharge, urination, etc. in the pool area is not permitted.
- Kayaks, canoes, long boards, scuba tanks are permitted only for scheduled/approved programs.
- Upon request by a lifeguard, patrons must be able to swim 25 yards or may be restricted to certain areas of the pool.
 - *This policy is based on aquatic industry standards.*
- Campus Recreation reserves the right to deem any activity unsafe.
- If the pool is being used for activities other than lap swimming or maintenance a life-line will be placed at the 5 ½' depth level.



- During severe weather situations (when lightning is within eight (8) miles of Clemson University), the pool and diving well must be cleared of all patrons. Patrons are discouraged from showering during these instances.

Facilities and Equipment

- Use only Coastguard-approved floatation devices.
- Aqua fitness equipment is provided on the pool deck, including kick boards, hand paddles, float belts, float barbells and bars, and noodles.
- Campus Recreation reserves the right to inspect and determine if personal equipment is permitted for use in the facility.
- Do not climb on lifeguard stands. They are for on-duty lifeguards only.
- Do not hang on lane lines unless in an emergency situation.
- Diving equipment, including the Dive Tower and spring boards are not permitted for use.

Attire

- Patrons shall wear attire specifically designed for swimming. Workout attire is not permitted.
- Patrons shall wear shower shoes or go barefoot on the pool deck. Street shoes are not permitted on the pool deck.
- Use of swim diapers is required – paper or cloth diapers are not permitted.
- T-shirts are acceptable at the Lifeguard's discretion.

Children (15 years old and younger)

- A parent/guardian must be present when children 15 years old or younger are using the Pool or Diving Well.
- Parents are required to be within an arm's reach of any child using a floatation device. Floatation devices must be Coastguard-approved.

Dry Sauna & Steam Room

- The Sauna is a dry sauna. Do NOT pour water on heating unit. Pouring water or placing items on heating units will damage equipment and may cause serious injury.
- Stay clear of heating and steam units. Touching units may cause injury.
- Patrons should seek medical advice prior to use. Patrons should exit if they feel unwell.
- Must be 16 years of age or older to use without direct adult supervision.
- Recommended maximum duration is 10 minutes.
- Patrons are encouraged to shower before use.
- Athletic clothing or swimwear is required. Towels are not considered clothing.
 - Sports bras are allowed. Other undergarments are not permitted.
 - Shower shoes are allowed. Other shoes are not permitted.
 - Clothing designed for increased sweating is not permitted.
- Both the Sauna and Steam Room are for therapeutic purposes and not weight loss. Exercise and clothing designed for increased sweating are not permitted. For example, rubberized suits and sweat shirts are not permitted. Elevation masks are not permitted.
- Patrons may only take in a towel and water bottle. Small white towels are provided and patrons are encouraged to sit on a towel.



- Personal items should be left neatly on the pool deck or seating area or stored in locker rooms. Hanging personal items in the sauna or steam room is not permitted.
- Sauna capacity is 16 and Steam Room capacity is 13.
- Maximum temperature for the Sauna is 175°F and for the Steam Room is 115°F.
- If you have questions or concerns, please ask Campus Recreation staff.

LOCKERS

Campus Recreation is not responsible for lost/stolen or damaged items. Do not leave valuables such as jewelry, wallets, electronic devices, or credit cards unsecured.

Day-Use Lockers

- Campus Recreation strongly recommends that all personal belongings are secured in a locker. Locks are available for purchase at the Welcome Center.
- Day-use lockers and locks must be cleared at the end of the night. Locks left on day-use lockers overnight will be cut off and contents removed and placed in lost and found. Personal toiletry items such as cleansing products, hair care products, razors, wash clothes, etc., are not held, but disposed of for sanitation reasons.
- Personal articles may not be secured or hung on the outside of lockers.
- Backpacks, personal items, and fitness equipment may not be left on the fitness floors, benches or ledges.

Rental Lockers/Shower Towel Service

- Shower towel service is available for purchase at the Welcome Center. Renewal purchase is available online [HERE](#).
- Semester and annual lockers are available for rent on a first-come, first-serve basis. Lockers rentals go on sale the first day of class each fall and spring semester and continue throughout the semester or until sold out. Turnover in locker occupancy is not guaranteed which means there may not be any new lockers available to rent during the rental period.
- At the end of the rental contract: clear locker of personal items and check out at the Welcome Center.
- Personal items left in lockers at the end of the rental contract period are held for two weeks before being disposed of according to approved University procedures.
- Lockers that are not cleared by the last day of the rental contract will be cleaned out and a \$10 fee will be charged to retrieve items.
- Personal toiletry items such as cleansing products, hair care products, razors, wash clothes, etc., are not held, but disposed of for sanitation reasons.
- Personal articles may not be secured or hung on the outside of locker.



III. DOUTHIT HILLS FITNESS CENTER

For information on facility hours and memberships, please see the Membership and Facility Hours sections above. **Please note: the Douthit Hills Fitness Center is only available for student members.**

GENERAL ACTIVITY AREA GUIDELINES

- This facility is a food-free facility. No food of any kind is permitted.
- All beverages must be in non-glass, sealable container. Campus Recreation staff reserves the right to determine if containers meet acceptable standards.
- Patrons are encouraged to bring their own face and/or shower towels. **Towel service is not provided at this facility.**
- For safety and/or facility maintenance reasons, appropriate sport or exercise clothing and footwear is required. Please see each activity or program section for additional requirements or adjustments.
 - Closed-toe, closed-black, non-marking shoes are required. Cleats are not permitted in the facility.
 - Jeans, zippers, belts, snaps, metal studs, and other materials on clothing that may damage equipment, upholstery, or flooring are not permitted.
 - Full torso covering shirts must be worn by all patrons in the Swann Fitness Center, unless detailed specifically in area requirements below.
 - Cut-off sleeves and tank tops are permitted, providing they completely cover the nipples and spine, and sides are cut no lower than the bottom of the rib cage. Clothing should serve as a safety barrier between skin and equipment as much as possible.
 - Campus Recreation staff may determine any item of clothing unacceptable.
- General Gym Etiquette
 - Excessive yelling/noise is prohibited in activity areas. Campus Recreation staff reserves the right to determine if any noise level is unacceptable.
 - Use of headphones is required when using a personal listening device in fitness areas or activity spaces.
 - Sanitation stations are located throughout the facility. Patrons are asked to clean equipment before and after use.
 - Patrons should re-rack weights and return equipment following use. Equipment should also be used in its original area and not brought to other areas of the facility.
 - Spitting on the floor or walls is prohibited and may result in loss of privilege to Campus Recreation facility and/or program use.
- Dropping weights is prohibited as it will damage equipment and flooring and poses a safety concern for other patrons.
- Patrons are not permitted to utilize more than one (1) form of additional fitness training gear or more than one form of stress on the body.
 - Examples include, but are not limited to: weighted clothing may not be combined with an elevation mask, elevation masks may not be combined with free weights or cardio machines.
- Campus Recreation reserves the right to inspect and determine if personal equipment is permitted for use in the facility.
- Activity spaces are available for drop-in open recreation use when not reserved.
- Report any equipment concerns to Campus Recreation staff.



FITNESS EQUIPMENT AREAS

All

- Use of chalk (powdered or liquid) is prohibited and will be confiscated by Campus Recreation staff.
- Wipe down equipment, especially seats and touch points, before and after use.
- Rerack equipment after use. All Equipment must remain in its designated area.
- Use of equipment other than for its designed function is prohibited.
 - Standing on exercise balls is prohibited.
 - Only equipment that is designated for dropping may be dropped.
 - Medicine balls are located throughout the facility and may not be dropped, slammed or thrown against any floors or walls in the facility. Medicine balls may only be held or tossed into the air and caught.
 - Soft toss balls are located in functional training area and may be held, tossed in air and caught, or tossed lightly against marked walls in functional training area only.
 - Slam balls are located in functional training area and may be held, tossed in air and caught, slammed against turf flooring in the functional training area or against marked walls in the functional training areas only.
- Allow others to work in between sets.

Cardio

- There is a 30-minute time limit on all cardiovascular equipment when others are waiting.
- Personal items, including bags and jackets, should not be hung on machines if items may fall into gears and damage equipment.
- Use of treadmill safety clips is highly recommended.

Weight and Functional Training

- Benches may not be elevated, propped, or inclined separate from design.
- All weight training should be performed in a controlled and safe manner. Slamming, dropping or bouncing dumbbells, barbells, or weight equipment is prohibited.
- Olympic style lifts (cleans, snatches, and jerks) are prohibited.



ACTIVITY AREAS – Studios

If equipment is set up in an activity area and there is not a scheduled activity, please inquire at the Welcome Center if the space is available for open recreation and if Campus Recreation staff may clear equipment. Closed-toe, closed-black, non-marking shoes are required for all activities, except yoga or barre exercises during formal classes or open recreation.

Open Recreation

Open Recreation is available for members and guests in most activity spaces around scheduled programming and event reservations. The Cycle Studio is not available for open recreation. Space is available on a first-come, first-serve basis, but still must be inclusive of other drop-in participants. Campus Recreation staff shall determine if a space appears to be dominated by an organized group.

DAY-USE LOCKERS

Campus Recreation is not responsible for lost/stolen or damaged items. Do not leave valuables such as jewelry, wallets, electronic devices, or credit cards unsecured.

- Campus Recreation strongly recommends that all personal belongings are secured in a locker.
- All lockers in the Douthitt Hills Fitness Center are day-use. Day-use lockers must be cleared at the end of the night and contents will be placed into Lost and Found. Personal hygiene products are thrown away and not kept.
- Personal articles may not be secured or hung on the outside of lockers.
- Backpacks, personal items, and fitness equipment may not be left on the fitness floors, benches or ledges.



IV. OUTDOOR FACILITIES

GENERAL OUTDOOR AREA GUIDELINES

Outdoor recreation facilities are intended for the use by Campus Recreation members and their guests.

- Skateboards and bikes are not permitted in facilities or on facility entry steps.
- Non-glass, sealable containers are permitted at Campus Recreation outdoor facilities. Campus Recreation staff determines if containers meet acceptable standards.

Fields

- The Upper and Lower Intramural Fields are available for drop-in open recreation use when not reserved for scheduled program class or other scheduled activities. Space is available on a first-come, first-serve basis, but still must be inclusive of other drop-in participants. Campus Recreation staff shall determine if a space appears to be dominated by an organized group.
- The Upper and Lower Intramural Fields are open when the Fike Recreation Center is open – weather permitting.
- The LoConte Family Field, Championship Field and Lightsey Field are primarily available only for reservations. Scheduled drop-in open recreation occurs on LoConte. Please see the facility hours webpage for availability. Trespassing on the fields will result in referrals to CUPD and OCES.
- Food, gum, and sunflower seeds are not permitted on turf fields.
- Metal cleats are not permitted on turf fields.
- Animals, with exception of documented service animals, are not permitted on turf fields.
- Requests for field reservations or outdoor lights for Upper and Lower IM field use are made with Campus Recreation Scheduling via email at scheduling@clemsun.edu.

LIGHTNING, BAD WEATHER, FIELD CLOSURES

Lightning/Severe Weather Procedures (SkyGuard®)

The AccuWeather SkyGuard® system provides advisory and warnings for severe weather, including lightning, tornados, and more. The warning system will sound an alarm signaling a **red alert period with one, long blast from the horn and a strobe light on the assembly begins intermittently flashing** indicating that severe weather is within eight (8) miles of Clemson University. *If the conditions appear unsafe, and a red alert alarm has not sounded, common sense should be your guide and activities should still cease despite the absence of a SkyGuard warning.*

All outdoor activities cease during red alert periods and appropriate shelter should be sought. Campus Recreation staff will advise participants to clear fields. Patrons are required to exit the pool and diving well during a “red alert” period. Showers are not recommended during this period. Participants may be evacuated to Fike Recreation Center or personal vehicles. Campus Recreation staff will inform patrons when the area is “all-clear.”



Field Closure and Notification

When fields are determined to be unplayable (i.e., standing water, saturation, snow, pouring rain, lack of visibility, freezing temperatures), activity is suspended and/or cancelled to avoid further damage to the field or risk of injury to individuals.

- Fields may be deemed "CLOSED" or "UNPLAYABLE" by Campus Recreation or Clemson University Facilities Management staff for any reason.
- Traveling Club Sports teams should contact the Clemson University Club Sports team who is hosting their event. Teams may also call the Fike Recreation Center Welcome Center desk, (864) 656-3453, during open hours for updated information on field conditions.



IV. PROGRAMS

FITNESS AND WELLNESS

More information on the Fitness and Wellness program, including contact information, can be found [HERE](#).

Group Fitness

- Group Fitness classes are included with your Campus Recreation membership.
- Group Fitness uses imleagues.com to reserve a spot in classes up to 24 hours in advance of the class time. Standby admittance is permitted if the class has not reached maximum capacity within 5 minutes of a class start time.
- Each class has a designated number of maximum participants based on space capacity and available equipment.
- Late entrance to classes is not permitted.
- Notify the instructor of any physical considerations you have before class begins.
- Wipe down all equipment before and after use.
- Return equipment to designated storage space.

F45

- F45 classes are an additional membership add on to an existing Campus Recreation membership.
- F45 uses <https://www.clemsoncampusrec.com/> to reserve a spot in classes up to 24 hours in advance of the class time. Standby admittance is permitted for F45 members if the class has not reached maximum capacity within 5 minutes of a class start time.
- Each class has a designated number of maximum participants based on space capacity and available equipment.
- Late entrance to classes is not permitted.
- Notify the instructor of any physical considerations you have before class begins.

Fitness Assessments

- Fitness assessments are provided by certified personal trainers for an additional service fee.
- Assessments are for Campus Recreation members only.
- General fitness assessments will measure current cardiovascular condition, muscular strength and endurance, flexibility, as well as body composition.
- All fitness assessments must be paid in full at the Fike Recreation Welcome Center prior to service.
- A list of recommendations to be followed prior to fitness assessment appointments is located on the website.

Personal Training

Eligibility

- Clients must be current Campus Recreation members.
- All forms must be completed online prior to any personal training services.
- Campus Recreation reserves the right to deny services to any participants who may not be able to exercise safely within the parameters of the personal training program.



Training Guidelines

- All personal training sessions will be conducted in Swann Fitness Center or the surrounding areas outside.
 - Student Members may also be trained at Douthit Hills Fitness Center.
- All clients must adhere to all Campus Recreation membership and facility policies and procedures.
- All individual personal training sessions will be conducted one-on-one, trainer to client.
- All three-person group training sessions will be conducted with one personal trainer.
- Clients must report to the Welcome Center at the beginning of each scheduled session to check-in.
- Training sessions must be completed within 90-days of the purchase date.
- Cancellations must be made a minimum of 24-hours prior to any scheduled session. Clients must call their personal trainer directly to cancel any sessions.
 - If a cancellation is not made a minimum of 24-hours prior to any scheduled session, the client will be charged for the full session. The same applies for any “no-shows.”
- Appropriate attire must be worn during all training sessions. Please refer to the General Activity Area section at each facility space for guidelines.
- All training sessions begin at the time agreed upon by the Personal Trainer and the client. If a client is late, time will be deducted from the session.
- Only current Campus Recreation personal trainers will conduct training sessions. Outside personal training services are not permitted. This includes, but is not limited to, weight training, sport or swimming skill, technique, and/or endurance.

Personal Training Payment

- All personal training fees must be paid in full at the Welcome Center prior to scheduling any training sessions.
- Personal Training packages may not be split with other clients in any way, regardless of their relationship to the client.
- Personal Trainers will not accept any direct or additional payment for their services.
- Personal Training sessions are non-transferable and non-refundable. Medical conditions which prevent the sessions from being redeemed within the 90-day expiration period may be refunded if a physician’s note is provided.
- The first session of any package purchase will consist of a consultation, fitness assessment, and initial guided workout.

PHYSICAL THERAPY AND ATHLETIC TRAINING

More information on the University Physical Therapy and Sports Medicine (UPTSM) Office or Athletic Training, including contact information, can be found [HERE](#).



CORE

More information on the CORE program, including contact information, can be found [HERE](#).

Adventure Trips

- Outdoor trips and events are open to Campus Recreation members. Participants are allowed to bring a guest, but the member must be present on the trip or course. Additional fees may be required for guests.
- Registration for trips may be completed online, in the CORE Office, or at the Fike Recreation Welcome Center. Pre-registration and payment is required to participate. Payment must be made at the time of registration.
- Participants must sign waiver prior to program date to participate.
- All trip and clinic payments are nonrefundable. Programs or classes may be cancelled if minimum registration numbers are not obtained prior to the start date or if severe weather is expected for the duration of the trip. In this case a full refund will be issued. Refunds must be processed by the University business office and take up to four (4) weeks.
- Custom trips can be created and led for campus groups and organizations.

Outdoor Gear Rental Policy

- Equipment Rentals are available for all Campus Recreation members.
- A variety of outdoor equipment is available for check out from the CORE office at the Snow Family Outdoor Fitness and Wellness Center.
- Fees associated with each type of equipment are dependent on length of use.
- A rental agreement is signed at the time of equipment pick-up. Outdoor gear responsibility is solely with the signer, regardless of who used the equipment.
- Equipment must be paid for in full at the time of pickup.
- Equipment must be picked up and returned during the rental center office hours.
- Canoes and kayaks are available for free check out and use on a first come first served basis during CORE office hours. A valid Clemson University ID or Campus Recreation Membership Card is required at time of checkout.
- Any equipment that is not returned by closing will default to the appropriate fee.
- Late returns, dirty, lost, stolen, or damaged gear is subject to additional fees as outlined on the rental agreement.
- Commuter Bikes are available for long term rental (month, semester, year) on a first-come, first-serve basis at the CORE rental center. Please call for availability.
- A bike repair shop is available at The Snow Family Outdoor Fitness and Wellness Center and is open during rental center hours. The shop is a self-service shop that has tools and stands available for use. Patrons are responsible for purchasing their own parts from a bike shop. We do not provide bike repair services for bikes that do not belong to the outdoor program.

GROUP DEVELOPMENT

Campus Recreation provides custom group experiences, including Group Develop, custom CORE Trips, and custom group fitness classes or wellness workshops. More information on the custom group experiences, including contact information, can be found [HERE](#).



CLUB SPORTS

- Club Sports at Clemson University provide opportunities for students to participate in a wide variety of competitive and recreational programs.
- Participants are afforded leadership opportunities through the student-management roles within each club sport, and the administrative responsibilities that come with them.
- The program strives to contribute to the health, well-being, personal development, and education of students through their involvement.
- The overall success of a club sport is dependent on student involvement and effective student leadership and cooperation.
- Recognized club sports are student organizations that are composed of and led by Clemson University students, are sport-related and competitive in nature, and adhere to all University and Club Sport policies.
- More information on the Club Sports program, including the Club Sports Manual and contact information, can be found [HERE](#).

INTRAMURAL SPORTS

- Intramural Sports provides opportunities for students, faculty, and staff to participate in a quality competitive and social outlet.
- Participants may form teams of their peers and friends in order to compete against other teams who are of a similar skill level.
- The program aims to contribute to the overall well-being of students by promoting an active lifestyle.
- Registration and signing waivers occurs online and must be completed prior to participation.
- More information can be found [HERE](#).