Policies and Procedures
2016-2017
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ABOUT CAMPUS RECREATION

CAMPUS RECREATION DEPARTMENT VISION STATEMENT

We believe everyone has the potential to positively impact the world.

CAMPUS RECREATION DEPARTMENT 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 LOCATION / PHONE NUMBERS / ADDRESSES

Mailing Address:
Clemson University
Campus Recreation
110 Heisman Street
Clemson, SC 29634

Welcome Center – General/Membership Inquiries (864) 656-3453
Athletic Training (864) 656-4128
Aquatics (864) 656-0901
Club Sports (864) 656-2350
CORE (864) 656-0892
Facility Reservations (864) 656-5828
Fitness and Wellness (864) 656-7617
Intramural Sports (864) 656-6200
Snow Beach Football Parking (864) 656-4699
Sponsorships (864) 656-1140
I. 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.
- Participants may not interfere with employee duties, use obscene language, or engage in verbal and/or physical abuse of employees or other participants.
- Participants must observe all posted signs and verbal directions provided by Campus Recreation staff.
- 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.
- Attempts to use another member’s ID or provide a member ID for another’s use violates University and State regulations. Consequences of ID violations will result in confiscation of the ID and suspension from Campus Recreation facilities and/or program participation.
- 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 in the Fike Recreation Center. Exception may be made for service animals.
- Individuals under the age of 16 must be accompanied by a parent/guardian adult (18 years of age or older) to enter Swann Fitness Center and all areas of facility.
- For sanitation and safety reasons, and to protect the facility and equipment, participants are required to wear clothing appropriate to each activity area.
- Participation and entry for academic purposes (academic research, projects, observations, etc.) must be submitted in writing and approved prior to accessing the facility.

Guidelines apply to department programs and service locations:
- Fike Recreation Center
- Swann Fitness Center
- McHugh Natatorium
- Upper and Lower Intramural Fields
- Snow Family Outdoor Fitness and Wellness Center
- Other campus program venues
- Off-campus program venues

POLICY VIOLATIONS
Campus Recreation staff reserves the right to ask patrons to leave and deny facility/program access for rule violations. Violations require individual(s) to meet with Campus Recreation staff prior to further facility access/program participation. Individuals must make an appointment during normal business hours. If the Associate Director of Facilities Operations is unavailable, another staff member in the organizational reporting line will facilitate the meeting. 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) for further investigation and discipline. CUPD may also be notified depending on the severity of the incident in question.
Individuals may appeal the decision by filing a Disciplinary Appeal Form with the 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. Situations or circumstances not covered in this handbook will be addressed and resolved by Campus Recreation staff. All Campus Recreation users are prohibited from using any exterior doors (not including main entry doors) unless prior approval has been given, or during an emergency situation.

ASSUMPTION OF RISK
Patrons participate at their own risk. Clemson University and Campus Recreation are not responsible for financial costs related to health 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. Participants in high risk activity classes are required to sign waivers.

FACILITY HOURS
- Swann Fitness Center hours:
  - Monday – Thursday, 5:30am-1:00am
  - Friday, 5:30am-12:00am
  - Saturday, 8:00am-12:00am
  - Sunday, 12:00pm-12:00am
- Swann Fitness Center break hours:
  - Monday – Friday, 5:30am-9:00pm
  - Saturday, 8:00am-8:00pm
  - Sunday, 12:00-8:00pm
- McHugh Natatorium hours:
  - Lap Pool
    - Monday – Friday, 5:30-9:00am; 11am-2:00pm; 6:30-10:00pm
    - Saturday, 12:00pm-6:00pm
    - Sunday, 1:00-6:00pm
  - Diving Well
    - Monday – Friday, 6:30-10:00pm
    - Saturday – Sunday, CLOSED
- Climbing Wall hours:
  - Monday, Tuesday, Thursday, and Sunday, 4:00-9:00pm
  - Wednesday, 4:00-7:00pm
  - Friday and Saturday, 1:00-5:00pm
- For additional facility hours please visit our Facility Hours page on the Campus Recreation website.
- All Campus Recreation programs and services will be closed for general patron use for all home Clemson University football games.
- All Campus Recreation programs and services are closed for all University closures, unless denoted on the Campus Recreation Main page.
PHOTOGRAPHY/POSTING
Prior permission from Campus Recreation staff must be obtained to photograph or video any Campus Recreation activities/programs/participants. Please see the Welcome Center to obtain the needed forms for photography/videography. Campus Recreation has priority for ad space on digital signage within all Campus Recreation facilities for displaying information about departmental programs and services.

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.
- Must be approved by the Communications Coordinator.

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.

Advertisements to be considered for posting are to be submitted for review to the Communications Coordinator at mhead@clemson.edu

Information to include in your email: contact information, information about organization, event details (if applicable), image file and desired duration of advertisement display.

FACILITY RESERVATIONS
Fike Recreation Center and Swann Fitness Center meeting/activity spaces may be reserved. Information about reserving and/or renting space can be obtained here, or by emailing scheduling@clemson.edu.

Reservation 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

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. 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.

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 the Events Coordinator. Approval for additional events is not guaranteed.

Requests for facility or field use from priority groups 2-4 will be confirmed according to the following schedule:
- no sooner than April 1st for Fall Semester
- no sooner than October 1st for Spring Semester
- no sooner than March 1st 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 Assistant Director of Events and Sponsorships’ discretion.

**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 with reoccurring reservations within Campus Recreation facilities:
- A representative from the group must notify the Events Coordinator 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 Coordinator 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), the building 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 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 Coordinator 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), the building 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 “no shows” or late arrivals will still be documented by the Recreation Supervisor on duty and will be reviewed by the Events Coordinator and the Club Sports Coordinator.

**IDENTIFICATION**
Verification of eligibility to use Campus Recreation facilities and/or to participate in Campus Recreation programs is required.

**Swann Fitness Center**
- A valid CUID or Campus Recreation Membership ID is required at the Welcome Center ID check station to enter the Fike Recreation Center
- Alternate computer identification verification: Welcome Center staff will verify picture identification information for entry to the Swann Fitness Center up to three (3) 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 Fike Recreation 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.
- 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

**Intramural Sports and Club Sports**
- In order to participate in intramural sport activates, 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 activity areas. Fike Recreation staff determines if containers meet acceptable standards.
- Food is not permitted within Swann Fitness Center.

**EQUIPMENT CHECK-OUT/IN**
- 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.
- Equipment is available for multiple day use (a deposit may be required). Multiple day use equipment is reserved in advance and returned on specified due date to avoid late return or replacement charges. To reserve equipment please fill out the form located 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 programs dependent upon circumstances.
  - 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. Access to the facility will be suspended until the equipment is returned or paid for.

**LOST, DAMAGED, OR STOLEN ITEMS**
Campus Recreation is not responsible for participants lost, damaged, or stolen personal articles. Individuals should report stolen items to CUPD.
- Information regarding participants’ lost/found items must be made in-person:
  - Inquiries about items lost at the Fike Recreation Center, Intramural fields, or Club Fields are made at the Welcome Center desk in the lobby. Inquiries about items lost at the Snow Family Outdoor Fitness and Wellness Center are made at the CORE trailer.
  - Personal toiletry items such as cleansing products, hair care products, razors, wash cloths, etc., 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, such as electronic devices, wallets, keys, credit cards, jewelry, etc., 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 to local charities.
II. FIKE RECREATION CENTER POLICIES

GENERAL ACTIVITY AREA GUIDELINES

- For safety and/or facility maintenance reasons, appropriate sport or exercise clothing and footwear is required. Please see each section for specific requirements.
- 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, seeing they completely cover the nipples and spine, and sides are cut no lower than the bottom of the rib cage. Campus Recreation staff reserves the right to deem any item of clothing unacceptable.
- Jeans, zippers, belts, snaps, metal studs, and other materials on clothing that may damage equipment, upholstery, or flooring are not permitted.
- Excessive yelling/noise is prohibited in activity areas. Campus Recreation staff reserves the right to determine if any noise level is unacceptable.
- Dropping weights is prohibited.
- Running stairs is not permitted in Swann Fitness Center or McHugh Natatorium.
- All beverages are to be in non-glass, sealable containers. Campus Rec staff reserves the right to determine if containers meet acceptable standards.
- Spitting on the floor or walls is prohibited and may result in loss of privilege to Campus Recreation facility and/or program use.
- Activity spaces are available for drop-in use when not reserved for scheduled program class or other scheduled activities.
- 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.
- Use of headphones is required when using a personal listening device in fitness areas.
- Patrons are not permitted to utilize more than one (1) form of additional fitness training gear (body weights may not be combined with an elevation mask, etc.).

WELCOME CENTER

Memberships/Eligibility

Membership is required to use the Swann Fitness Center. Membership privileges include use of all activity areas, meetings and public spaces, daily locker use, and group fitness classes. Any individual age five (5) years or older is required to have either a membership or purchase a guest pass to access Swann Fitness Center.

- Full-time Clemson students and Bridge students have an automatic membership added to their University bill indicated as a Campus Recreation fee.
- Part-time Clemson students, employees and their spouse/partner/dependents, and community members are eligible to purchase a Fike Recreation Center membership.
- Clemson Degree Granted Alumni, Official University Retirees, and their spouse/partner/dependents can apply for a membership at the Welcome Center.
- Individuals must present one of the following forms of identification when purchasing a Fike Recreation Center membership or Guest Pass: official/valid CU employee or student photo ID, valid State Driver’s License, valid State ID card, current Passport, or USA Military ID.
**Spouse/Partner/Family Memberships**
- Student/employee must accompany their spouse/partner/dependents for first time purchase of spouse/partner/family membership.
- It is the student/employee responsibility to inform Campus Recreation if relationship with spouse/partner has terminated.
- Membership is required for spouse/partner/dependents to use the Swann Fitness Center without spouse/parent accompaniment.
- Dependents status defined as children under the age of 18 residing in the home of their parent/legal guardian.

**Guest Passes**
Swann Fitness Center participants may sponsor up to three (3) guests per day for a fee (activity area age restrictions apply).
- All guests must be sponsored by a Campus Recreation member to be eligible for daily guest pass.
- A valid photo ID must be presented by the Campus Recreation member and their guest.
- Guest pass privileges include use of Swann Fitness Center activity areas, daily locker use, and participation in group fitness classes (depending on class availability).
- Guest pass holders MAY NOT purchase personal or small group training sessions.
- Guest passes are valid for a single entry on the date of purchase to Swann Fitness Center.
- Guests are required to sign-in at Welcome Center prior to entrance to the activity areas.
- Clemson students/employees may sponsor themselves for a daily guest pass with a valid photo ID.
- Sponsors must accompany their guests at all times while in the facility.
- Sponsors are responsible for guests’ behavior and equipment check-out/return.
- Sponsors are responsible for remuneration for guests’ entrance fee and lost/broken/damaged equipment.

**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 and are reviewed by Campus Recreation staff.
- All refunds are subject to a processing fee. Prorated fees may apply.
- All refund request forms will be accepted by the Welcome Center, the final approval will be made by the appropriate staff member. If the refund is denied, an explanation as to why it was denied will be provided.
- If payment was made by credit card, the refund is returned to the original credit card only if requested the day of purchase.
Any refund requested after the purchase date will be made via check where established University procedures are followed, which may take up to four (4) weeks for the refund to be processed.

For purchases made by check, established University procedures are followed, which may take up to four (4) weeks for the refund to be processed.

Membership refunds will be considered for separation from the University or documented medical reasons.

ACTIVITY AREA AGE REQUIREMENTS
Patrons must be at least 16 years of age to enter Swann Fitness Center and use any area of the facility without direct adult (18 years of age or older) supervision, unless explicitly stated below.

<table>
<thead>
<tr>
<th>Area</th>
<th>Age Requirements To Be In Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free weight area, Sauna</td>
<td>Patrons must be at least 16 years old to use these locations.</td>
</tr>
<tr>
<td>Pool, Diving Well, Club Gym, Track, Main Gym, Climbing Wall, Studios</td>
<td>15 years and younger are required to be accompanied by a parent/guardian.</td>
</tr>
<tr>
<td>Pin-loaded weight machines and cardio machines</td>
<td>Must be at least 10 years old with parent/guardian supervision to use these locations.</td>
</tr>
<tr>
<td>Climbing Wall</td>
<td>Must be at least 8 years old to use this location. Must be 18 years old to belay.</td>
</tr>
<tr>
<td>Locker Rooms/Restrooms</td>
<td>Youth 6 years and older are required to use gender appropriate locker rooms/restrooms. Gender inclusive changing/locker room is available.</td>
</tr>
</tbody>
</table>

COURTS
Closed-toe, closed-heel, non-marking athletic shoes required.

Basketball
- 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.
- Patrons are permitted to play without shirts (shirts vs. skins games) on the basketball courts, but must have a shirt on in all other areas of the facility.
- Basketballs may not be kicked.
- Basketballs may not be shot from the track area.
- Teams may not play more than five (5) continuous games when all courts are occupied and teams are waiting to play.
**Volleyball**
- Volleyball is available by request at the Welcome Center. Requests will be directed to the Recreation Supervisor, who will determine if space is available for play.
- Games are regulated by players.
- 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 the Recreation Supervisor, patrons may not adjust net height on their own.

**Badminton**
- Badminton is available by request at the Welcome Center. Requests will be directed to the Recreation Supervisor, who will determine if space is available for play.
- Games are regulated by players.
- No excessive running into or hanging on nets or poles.

**MAT ROOM**
- Shoes are not permitted on the mat.
- Sparring is not permitted during drop-in recreation hours.
- Cease activity if lacerations or bleeding occurs – contact facility staff immediately for clean-up.

**FITNESS ATRIUM – Free Weights and Pin-Select Weight Machines**
- Closed-toe, closed-heel, non-marking athletic shoes required.
- Use of chalk (powdered or liquid) is prohibited and will be confiscated by Campus Recreation staff.
- Outside equipment must be examined by Campus Recreation Center staff for use.
- There is a 30-minute time limit on all cardiovascular equipment when others are waiting.
- Use of treadmill safety clips is highly recommended.
- Equipment must remain in designated areas.
- Benches may not be elevated, propped, or inclined separate from design.
- Slamming, dropping or bouncing dumbbells or barbells is prohibited.
- Allow people to work in between sets.
- Re-rack equipment after use.
- Wipe down equipment before and after use.
- All weight training should be performed in a controlled and safe manner. Slamming, dropping or bouncing weights is prohibited.
- Campus Recreation suggests using clips/collars on all Olympic bars for safety.
- Olympic style lifts (cleans, snatches, and jerks) are prohibited.
- A spotter is recommended for all heavy lifts (Campus Recreation staff is not permitted to spot).
- Use of equipment other than for its designed function is prohibited.
LUNGE/STRENGTH HALLWAY
- Closed-toe, closed-heel, non-marking athletic shoes required.
- Use of chalk (powdered or liquid) is prohibited and will be confiscated by Campus Recreation Staff.
- Weights from free weight area may be used in lunge/strength hallway.
- Allow people to work in between sets.
- Re-rack equipment after use.
- Wipe down equipment before and after using.
- Deadlifts may be performed in the Lunge/Strength Hallway nearest the squat racks.
- Slamming, dropping or bouncing dumbbells or barbells is prohibited.

CORE AREA
- Closed-toe, closed-heel, non-marking athletic shoes required.
- Standing on exercise balls is prohibited.
- Allow people to work in between sets.
- Re-rack equipment after use.
- Wipe down equipment before and after using.
- Medicine balls may not be slammed or thrown against floors or walls.

MULTIPURPOSE ROOM
- Closed-toe, closed-heel, non-marking athletic shoes required.
- Use of chalk (powdered or liquid) is prohibited and will be confiscated by Campus Recreation Staff.
- Standing on exercise balls is prohibited.
- All weight training should be performed in a controlled and safe manner. Slamming, dropping or bouncing weights in prohibited.
- A spotter is recommended for all heavy lifts (Campus Recreation staff is not permitted to spot).
- Use of equipment other than for its designed function is prohibited. Benches may not be elevated, propped, or inclined separate from design.
- Allow people to work in between sets.
- Re-rack equipment after use.
- Equipment must remain in designated areas.
- There is a 30-minute time limit on cardiovascular equipment when others are waiting.
- Use of treadmill safety clips is highly recommended.
- Medicine balls may not be slammed or thrown against floors or walls.

RACQUETBALL COURTS
- Racquetball equipment is available for checkout at the Welcome Center.
- Eye goggles/protection is highly recommended.
- Backpacks, personal items, and fitness equipment may not be carried into the racquetball courts.
- Closed-toe, closed-heel, non-marking athletic shoes required.
 TRACK
- Closed-toe, closed-heel, non-marking athletic shoes required.
- 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 Facilities and 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.

 STUDIOS – Upper and Lower Fitness Studio
- All equipment must remain in the designated room.
- Return equipment to its original storage location after use.
- Drop-in use is permitted in the Lower Studio when it is not scheduled.
- No standing on exercise balls.
- Medicine balls may not be slammed or thrown against floors or walls.
- Closed-toe, closed-heel, non-marking athletic shoes required.
- Wipe down all equipment before and after use.

 CLIMBING WALL
- The Climbing Wall may be used only during posted operating hours and under staff supervision.
- Valid CUID or Fike Recreation Center ID must be presented to Welcome Center and Climbing Wall staff prior to climbing.
- Climbers must be at least 8 years of age in order to climb and 18 years of age in order to pass belay certification. Those under 15 years of age must have a parent/guardian with them while climbing.
- Food or beverages are not permitted in the climbing area. Personal items must be kept clear of the climbing area by placing in day use lockers.
- Chalk is permitted in the Climbing Wall area but cannot be taken to other areas of the facility. Chalk bags with chalk sock 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 desk and returned after use. Use all equipment for its designated purpose.
- Climbing shoes or appropriate closed-toe, closed-heel footwear that do not leave marks on the wall are required while climbing.
- All personal climbing gear must pass inspection by Climbing Wall staff.
- 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.
- Belay certification process:
  o All participants must be belay certified through Campus Recreation in order to belay at the Climbing Wall in the Swann Fitness Center.
  o Belay certification may be achieved through either (1) Belay Clinic with a series of written and demonstrated skills test or (2) through a Skills Challenge. Belay certification does not expire.
Belay Clinics:

- Belay Clinics are offered throughout the fall and spring semester. Belay clinics are free, conducted when the wall is closed, and limited to 12 participants.
  - Participants must register for a belay clinic 3 days before the course date.
  - Belay clinic and instruction will not take place during open climbing hours.
- To complete belay certification, participants will take a written test at least 24 hours after completing the clinic.
  - If the participant does not pass the written test, they may retake the clinic, or retest in 24 hours.
- 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 must retake the belay clinic.
  - If the participant passes the test, they will be allowed to belay for the rest of that day.
  - Skills demonstrations must be successfully repeated 5 separate days.
  - After the 5th successful skills demonstration, the participant will be completely belay certified.

Skills Challenge

- Climbing Wall participants who have previous belaying experience, may ask to immediately take the belay written test and demonstrate 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 the participant fails the written test or at any time during the skills demonstration the participant incorrectly belays, they must take the belay clinic.

McHugh Natatorium

General

- Do not run in the natatorium.
- Do not dive in the lap pool area or use diving blocks unless prior approval is granted.
- Hypoxic breathing/breath-hold training is strictly prohibited.
- Do not dunk, push, chicken-fight, or engage in other rough play.
- Take a cleansing shower before and after entering the water.
- Use provided locker rooms for changing of clothes and swim diapers.
- Do not enter 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.

- The maximum bather load for the pool is 399 people.
- Campus Recreation reserves the right to deem any activity in the natatorium 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 also discouraged from showering during these instances.

**Facilities and Equipment**

- Use only Coastguard-approved floatation devices.
- Use equipment provided on the pool deck – personal equipment must be approved by Campus Recreation staff prior to use.
- 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 use is restricted to the spring boards, and may only be used when a lifeguard is guarding the Diving Well.
  - Spring Board Diving Rules
    - No double bouncing.
    - No diving off the side of the board.
    - Patrons must dive straight off of the board (no gainer jumps/flips).
    - Patrons may not adjust the fulcrum on the spring boards.
    - No sitting on the board.
    - No swimming in the diving area.
    - Only one person on the board at a time.
    - Patrons must adhere to all requests from staff.

**Attire**

- Wear attire specifically designed for swimming. No cut-offs or workout attire.
- Wear flip flops or go barefoot on the pool deck. No street shoes 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 are using the Pool or Diving Well.
- Parents are required to be within an arm’s reach of any child using a floatation device.

**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 Desk.
- 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.
- Personal articles may not be secured on the outside of lockers.
- Backpacks, personal items, and fitness equipment may not be left on the fitness floors, benches or ledges.

**Rental Lockers/Towel Service**

- Towel service is available for purchase at the Welcome Center.
- Semester and annual lockers are available for rent on a first-come, first-serve basis. Lockers rentals go on sale the first day of classes each semester and continue throughout the semester or until sold out.
- 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 on outside of locker.
III. OUTDOOR FACILITIES

General Outdoor Area Guidelines
The outdoor recreation facilities are intended for the use by Clemson University students, employees, and their guests.

- Outdoor activity areas are available for drop-in use when not reserved for scheduled program class or other scheduled activities.
- Outdoor facilities are open when the Fike Recreation Center is open – weather permitting.
- Requests for outdoor lights for sports field are made with Campus Recreation Scheduling via email at scheduling@clemson.edu.
- Skateboards and bikes are not permitted in Fike Recreation Center 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.

LIGHTNING, BAD WEATHER, FIELD CLOSURES

Severe Lightning/Thunderstorm Procedures (SkyGuard)
The Sky Guard lightning prediction and 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 lightning 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 “UNPLAYABLE” by Campus Recreation or Clemson University Facilities Management staff.
- Traveling Club Sport teams should contact the Fike Recreation Center Welcome Center desk, (864) 656-3453, or Club Sport Coordinator ethheys@clemson.edu for updated information on game status and field conditions.
IV. PROGRAMS

GROUP FITNESS CLASSES

- Group fitness classes are offered free of charge with your Fike membership.
- To enter a fitness class, you must have your valid CUID or Fike Membership ID as it will be swiped upon entry.
- Group Fitness uses imleagues.com to allow you to reserve a spot in group fitness classes up to 24 hours in advance of the class time. Standby admittance is permitted if the class has not reached maximum capacity.
- 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 after use.
- Return equipment to designated storage space.

FITNESS ASSESSMENTS

- Fitness assessments are provided by certified personal trainers for an additional service fee.
- Assessments are for Fike Recreation Center members only. Prices are listed on the website.
- 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 welcome center desk 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 Fike Recreation Center members.
- All forms must be completed online prior to any personal training services.
- The Department of 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 Fike Recreation Center or the surrounding areas outside.
- All clients must adhere to all Fike Recreation Center membership and facility policies and procedures found in the Campus Recreation Policy Handbook.
- 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 in Fike Recreation 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.
- Call the 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.”
- Only current Campus Recreation personal trainers will conduct training sessions.
- Appropriate attire must be worn during all training sessions. Please refer to the General Activity Area section 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.

**Personal Training Payment**
- All personal training fees must be paid in full at the Welcome Center in Fike Recreation 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.

**ATHLETIC TRAINING**
- Campus Recreation, in collaboration with Redfern Health Center, is committed to improving the quality of life for its students, faculty, staff and their families, by providing access to Athletic Training services.
- Athletic Training services include injury prevention programs, injury care, and rehabilitation services for all students, faculty, and staff attending Clemson University in a professional manner using the latest techniques and technology as approved by the NATA.
- Participants are educated in the best practices for injury care, health, and wellness, and can successfully develop lifelong skills for improving the quality of life.
- More information on the Athletic Training program, including contact information, can be found [HERE](#).

**CORE**
- Outdoor trips and events are open to Clemson University students, employees, and members of Fike Recreation Center. 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.
- 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.

**OUTDOOR GEAR RENTAL POLICY**

- Equipment Rentals are available for all Clemson University students, employees, and members of Fike Recreation Center.
- A variety of outdoor equipment is available for check out from the CORE office at the Snow Family Outdoor Fitness and Wellness Center.
- Fees are associated with each type of equipment and 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 on the contract 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 Fike 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.

**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 in club sports.
- 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 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](#).