



Campus Recreation

Policies and Procedures

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ID CARD REQUIREMENTS

It is required that University of Illinois students and all Campus Recreation members prove their membership by presenting a valid UIUC i-card to secure services at Campus Recreation facilities. Campus Recreation is fully authorized to deny entrance to its facilities without possession of a valid UIUC i-card. Possession of an i-card does not guarantee valid membership with Campus Rec.

UIUC i-cards are property of the University. Misuse of IDs to gain facility access is considered fraud. Campus Recreation staff will confiscate misused, expired or invalid i-cards and may ask the person(s) to leave the facility. Misuse of i-cards may also result in lose of membership privileges.

Special note regarding Visitor i-cards:

Those persons eligible for Campus Recreation memberships but not issued i-cards will be issued a UIUC Visitor i-card. Visitor i-cards issued by Campus Recreation are only valid at Campus Recreation facilities provided membership is valid. Visitor i-cards do not prove status with the University and thus do not provide the holder with use of the MTD or Library.

STUDENT USAGE

Current full-time UIUC students are automatically members provided they have been assessed the Student Service Fee. Students registered for at least six hours (three hours during Summer Sessions) are typically assessed the Student Service Fee which supports Campus Recreation programs.

The Campus Rec membership affords the student member the following privileges:

1. Access to all recreational sports facilities to include:
 - Activities and Recreation Center (ARC)
 - Campus Recreation Center-East (CRCE)
 - Ice Arena
 - Freer Pool
 - Armory Track (operated by Athletics)
2. Privilege of sponsoring up to five guests per day at the daily fee.
3. Eligibility to sponsor one non-university affiliate for Associate membership.
4. Eligibility to participate in programs offered by Campus Recreation.
5. Discounted rates for select programs offered by Campus Recreation.

Part-time Students

Part-time students are not assessed the student fees that pay for Campus Rec services. Therefore, to obtain such services, a part-time student may purchase a daily guest fee or request that the appropriate fees be assessed. To request this fee assessment, students must go to the Cashiers' Window in 100 Henry Administration Building and present their i-card within the first four weeks of the semester. Part-time students are eligible to purchase memberships directly from Campus Rec during the summer membership period only.

Regional Campus Students

Students enrolled at the University of Illinois on another campus such as UIC or UIS are eligible to purchase a daily guest pass to obtain access to Campus Rec facilities. Student fees paid at other campuses do not apply toward use of facilities at the Urbana-Champaign campus and are therefore nontransferable.

Recent Grad Use

Upon graduation from the University of Illinois at Urbana-Champaign, the graduate may opt to purchase a Campus Rec membership for up to one year after his/her graduation date.

In order to purchase a Campus Rec membership, the recent graduate must present either his/her diploma or transcripts showing senior or graduate status as well as a photo ID.

The Campus Rec membership enables the recent graduate to use all recreational sports facilities as well as to purchase a membership for a spouse/partner and any dependents (see Spouse/Partner Membership for Students and Children's Membership policies). Membership affords the individual the same privileges as any student (see privileges listed for students, above).

FACULTY/STAFF MEMBERSHIPS

Current full and part time UIUC employees are eligible to purchase Campus Rec memberships. To purchase a membership, the employee must present his/her valid i-card to Member Services. If the employee is Extra Help and does not have an i-card, he/she must present a recent pay stub and state issued photo ID during business hours (M-F 8:30-5p) so Campus Rec may verify current employment with University Personnel.

Full-time employees may have their membership fees assessed via payroll deduction by completing the necessary paperwork. Payroll deduction may also be used to assess fees for spouse/partner memberships.

The Campus Rec membership affords the faculty/staff member the following privileges:

1. Access to all recreational sports facilities to include:
 - Activities and Recreation Center (ARC)
 - Campus Recreation Center-East (CRCE)
 - Ice Arena
 - Freer Pool
 - Armory Track (operated by Athletics)
2. Privilege of sponsoring up to five guests per day at the daily fee.
3. Eligibility to sponsor one non-university affiliate for Associate membership.
4. Eligibility to participate in programs offered by Campus Recreation.
5. Discounted rates for select programs offered by Campus Recreation.

RETIREES

Retirees of UIUC, by presenting their University retiree's card, may use Campus Rec facilities following the same procedures as faculty/staff. This policy also pertains to retirees' spouses and to the surviving spouse of faculty/staff at UIUC. These policies are in accord with the University's policies concerning retired personnel and their spouses as well as the surviving spouses of faculty, staff, and annuitants.

Retirees or their spouses may purchase a Campus Rec membership for the same fee charged to faculty/staff Campus Rec members. Alternatively, a retiree, by presenting the University Retiree's card, may purchase a daily pass.

SPOUSE/PARTNER MEMBERSHIP FOR FACULTY/STAFF

Spouses/partners of faculty/staff are eligible to purchase a Campus Rec membership regardless of whether the faculty/staff has purchased a Campus Rec membership.

Spousal Requirements

To purchase the initial membership, spouses must present the faculty/staff person's i-card in conjunction with his/her own picture identification and one of the following as proof of relationship:

1. His/her driver's license with matching last names
2. Proof of joint checking/savings account
3. Marriage certificate

Partner Requirements

To purchase the initial membership, partners must present the faculty/staff person's i-card in conjunction with his/her own picture identification and one of the following as proof of relationship:

1. Assignment of beneficiary rights
2. Joint checking/savings account or joint ownership of a residence or motor vehicle
3. Mutual designation on a will or irrevocable living trust
4. Certificate of Partnership. This could be a document from a municipality that registers partnerships or proof of a committed partnership, such as a commitment ceremony.

NOTE: To RENEW a membership, a spouse/partner need only present his/her Visitor i-card in conjunction with the i-card of the sponsoring faculty/staff person.

Spouse/Partner Privileges

The Campus Rec membership purchased by the spouse/partner affords that individual the following privileges:

1. Access to all recreational sports facilities (see sport facilities listed for faculty/staff, above).
2. Privilege of sponsoring up to five guests per day at the daily fee.
3. Eligibility to participate in programs offered by Campus Recreation.
4. Discounted rates for selected programs offered by Campus Recreation.

SPOUSE/PARTNER MEMBERSHIP FOR STUDENTS

Spouses/partners of UIUC students are eligible to purchase a membership to Campus Rec facilities.

The requirements and privileges for spouse/partners of students match those of faculty/staff spouse/partners (p. 3).

Children's Membership (Children of Students and Faculty/Staff)

ELIGIBILITY

Children of faculty/staff and students are eligible for a limited membership with Campus Rec with the following regulations.

USE OF RECREATIONAL FACILITIES

- Children's memberships will be honored only at ARC and CRCE only during designated Children's Hours.
- Children's Hours are 4-8pm on Fridays and Noon-8pm on Saturdays and Sundays.
- During break periods (this includes summer) children's memberships are honored at the ARC and CRCE during all facility hours.
- The membership affords the individual the opportunity to participate in all Open Skating Sessions at the Ice Arena at no fee.
- Children 3 and under are free during children's hours and break periods.

CHILDREN AGES 15 & UNDER:

- At least one parent/legal guardian must purchase a Campus Rec membership and accompany the child to the facility; they must physically supervise their child in all activity areas.
- May not use free weights.
- Parent/legal guardian must check out equipment on behalf of the child.
- May not sponsor guests or associate members.

Some areas like the pools and the strength and conditioning areas may also have more specific rules and policies that will be posted and enforced by staff. The adult/legal guardian is the primary adult responsible for the safety of children under 16 who participate in informal recreation.

CHILDREN AGES 16 - 17:

- Parent/legal guardians are not required to purchase a Campus Rec membership for themselves in order to purchase a membership for their child.
- May enter the facilities without parent/legal guardian.
- May check out equipment by presenting Visitor i-card to Member Services.
- May make court reservations.
- May not sponsor guests or associate members.

CHILDREN AGES 18 - 25: See Adult Dependent Policy, page 7

PROCEDURE FOR PURCHASING A CHILD MEMBERSHIP

1. Parent/legal guardian must show valid student or faculty/staff identification in Member Services each time a membership is purchased or renewed.
2. Parent/legal guardian must complete required information for each child including the Visitor i-card agreement.
3. Children 16 years and older must present driver's license or other ID proving age, therefore allowing them to enter the recreational sports facilities without parent/legal guardian.
4. A Visitor i-card is created and must be presented each time the child member enters the facilities.

Note regarding locker room usage

Regardless of age, females are not allowed in the men's locker room and males are not allowed in the women's locker room. A gender neutral changing room is available at both the ARC and CRCE facilities.

Access to ARC/CRCE Outside Children's Hours

Children ages 17 and under may use ARC or CRCE during regular facility hours only when they are with a sponsoring adult and have purchased a full price daily guest pass.

ADULT DEPENDENT POLICY

Eligibility

Unmarried dependent children of full-time students or faculty/staff who are between the ages of 18-25 are eligible to purchase a Campus Rec membership. Upon completion of the membership process, they will have full access to all Campus Rec facilities.

Procedure for purchasing an Adult Dependent Membership

1. To purchase the initial membership, the parent/guardian and child must both be present. The parent/guardian must present a valid i-card and proof that the child still resides with the adult.
2. The child must present driver's license or other ID proving age, therefore allowing them to use the recreational sports facilities without limitations.
3. A Visitor i-card is created and must be presented each time the member enters the facilities.
4. To renew a membership, a child of a full-time student or faculty/staff member need only present his/her Campus Rec Visitor i-card in conjunction with the i-card of the sponsoring parent/guardian.

The Campus Rec membership purchased by the adult dependent affords that individual the following privileges:

1. Access to all recreational sports facilities to include:

- Activities and Recreation Center (ARC)
- Campus Recreation Center-East (CRCE)
- Ice Arena
- Freer Pool
- Armory Track (operated by Athletics)

2. Privilege of sponsoring up to five guests per day at the daily fee.
3. Eligibility to participate in programs offered by Campus Recreation.
4. Discounted rates for select programs offered by Campus Recreation.

Adult dependent members are not eligible to sponsor additional persons for membership.

ALUMNI USE

Alumni who are current members of the Alumni Association are eligible to use the recreational facilities under certain regulations:

1. University of Illinois Alumni Association members may purchase a daily guest pass to access recreational sports facilities.
2. A maximum of 200 all-year memberships will be sold annually. To be considered for this opportunity, the alumnus must provide either a lifetime or annual alumni membership card and photo ID. The annual membership card must be dated and valid at the time of purchase. The alumnus may opt to purchase a semester or all-year membership, although the expiration date of the alumni card may not cover the entire duration of the membership.
3. The spouse of the alumni may not purchase a membership unless he/she joins the Alumni Association. A spouse may join the Alumni Association even though he/she may not have graduated from the University of Illinois.

PROCEDURE FOR DAILY ACCESS TO CAMPUS REC FACILITIES

To access, the alum must present his/her valid Alumni Association membership card, either sustaining or life, and a photo ID at Member Services and pay the daily guest fee.

The following regulations are in effect*:

1. Alumni members may bring up to five guests into facilities at the daily guest fee.
2. Alumni members are not eligible to sponsor associate members.

The alumni membership affords the individual the following privileges:

1. Access to all recreational sports facilities to include:
 - Activities and Recreation Center (ARC)
 - Campus Recreation Center East (CRCE)
 - Ice Arena
 - Freer Pool
 - Armory Track (operated by Athletics)
2. Privilege of sponsoring up to five guests per day at the daily fee.
3. Eligibility to participate in programs offered by Campus Recreation.
4. Discounted rates for select programs offered by Campus Recreation.

ASSOCIATE MEMBERS

Campus Recreation may issue a maximum of 200 associate members annually at a price equivalent to the alumni membership. An Associate Member is defined as any person 18 years of age or above sponsored by a student, faculty/staff member, or allied association member that would not normally be extended the privilege of purchasing a membership.

Eligible sponsors include students having paid the service fee, faculty/staff and allied association members that have purchased a Campus Rec membership. The sponsor must be present with the associate member in order to purchase or renew membership. The Associate Member is eligible to purchase a membership for the same duration (fall, spring, summer, or all-year) as the sponsor.

*The regulations and privileges in effect for Associate Members are the same as those for Alumni members (see regulations and privileges, above).

Allied Organizations

Allied organizations are those organizations closely associated with the University that support specific aspects of the University's program and those governmental/professional and technical organizations or agencies whose activities contribute directly to the University's program. By presenting a valid UIUC Allied Organization Staff Identification card in conjunction with a photo identification, an Allied Organization staff member.

Research Park

Tenants of Research Park who are not affiliated with an organization listed above may purchase a membership at the Associate rate. Contact Dan Dobell at ddobell@ntx.cso.uiuc.edu for information.

DAILY GUEST USE

Campus Rec members are eligible to sponsor up to five guests at the daily guest fee. In addition, faculty/staff, students, and Alumni Association members who are not Campus Rec members may sponsor themselves and up to five guests.

THE GUEST:

- May enter at no charge if three (3) years old or younger only during designated Children's Hours and break periods.
- If 16 years or older, must provide a state-issued photo ID with date of birth and address listed and provide a phone number.
- Should remain with the host while using the facility (to include any re-entry).
- To re-enter a facility, a guest must again present a photo identification and be accompanied by their sponsor. Member Services will verify the reentry.

THE SPONSOR/HOST:

- May purchase guest passes in advance of the day they are to be used by contacting Member Services. The sponsor should check to see that equipment and facilities are available for use before buying a pass. There are no refunds on guest passes.
- May check out equipment for his/her guest by presenting a valid i-card to Member Services.
- Is limited to sponsoring/hosting five guests per day per valid ID.
- Must purchase guest passes at ARC or CRCE for guest use at Freer pool. Passes are not sold at Freer. Any guests entering the facilities on business, or requesting a tour of the building, must sign-in at Member Services.

CHILDREN'S HOURS

Children's Hours are designated times for members and guests ages 17 and under to utilize ARC or CRCE. In the fall and spring semesters, those times are 4-8pm on Fridays and Noon-8pm on Saturdays and Sundays. During break periods (this includes summer), children's memberships are honored at the ARC and CRCE during all facility hours. During Children's Hours, daily passes for guests ages 4-17 are reduced to \$5/per guest and, children ages 3 and under are free.

Access to ARC/CRCE Outside Children's Hours

Children ages 17 and under may use ARC or CRCE during regular facility hours only when they are with a sponsoring adult and have purchased a full price daily guest pass.

UNIVERSITY VISITORS

It is the policy of Campus Recreation to enable University departmental visitors to use recreational facilities during their stay. One of the factors that affects the policy is the length of the visit. The policies for such use are listed below.

1. Visitors may purchase a Campus Rec membership for that length of time by paying the appropriate fee provided their assignment with the University remains current during their membership. To do so, they must show a Visitor i-card and letter from their department stating their length of appointment.
2. Visitors for periods of a week or less are entitled to purchase only daily guest passes for the appropriate fee.
3. Visitors for periods of more than one week but less than a semester may contact the Asst. Director of Member Services to arrange a prorated membership.

Department, institute, or other campus-sponsored conferences may purchase guest passes on an individual basis, by either of the following methods:

1. Departments may send a list of attendees (of a meeting/course they are sponsoring) to Member Services. The list will be posted in Member Services where visitors whose name appears on the list may purchase the daily pass upon showing a photo ID.

2. Departments who wish to pay for their attendees' recreation privileges may send a list of attendees to the Asst. Director of Member Services. Daily passes will be issued for each guest for the period specified by the department. The department then must forward a voucher for the total amount due for the passes at the time the passes are picked up.

The spouse of a visitor is afforded the same use privileges as the visitor. When purchasing an ID, he/she should present either his/her spouse's Visitor i-card and letter from the sponsoring department. Dependents of visitors may purchase passes only in accordance with the Children's Membership Policy.

CODE OF CONDUCT

Participants are expected to be courteous to other facilities users and employees and to follow the rules, policies and safety instructions outlined by Campus Recreation. Facility users who engage in behavior or actions that might damage equipment or facilities, or pose a threat to the safety and wellbeing of themselves or others may lose their privileges. The staff and participants of Campus Recreation appreciate your cooperation in making our facilities a friendly and positive environment for recreational and social opportunities. Vulgar, obscene, abusive, derogatory or demeaning comments and gestures are not consistent with a positive environment and could lead to loss of privileges. We appreciate your support in continuing the positive environment that exists in the recreation facilities.

GENERAL FACILITY POLICIES

LOCKER ROOM POLICY

No glass in locker rooms.

Campus Recreation is not responsible for lost or stolen items or items vacated due to unauthorized use.

Due to photo/video capabilities, all use of cellular phones is prohibited in locker room areas.

Regardless of age, people are not allowed in the opposite sex's locker rooms.

A Gender Neutral Changing Room is available at the ARC and CRCE and includes restrooms, showers, lockers and an infant changing table.

Only swimsuits are to be placed in the water extractors in the locker rooms.

LOCKER USAGE POLICY

With the exception of rental lockers, items may not be left overnight. Contents of unauthorized lockers will be removed by Campus Recreation staff.

All lockers must be vacated at the close of each day. Any lockers with items remaining at close will be unlocked and items will be vacated. Campus Recreation is not responsible for storing items left in lockers. No items may be hung outside of the lockers.

SMOKING POLICY

All University of Illinois recreational facilities are non-smoking facilities.

FOOD AND DRINK POLICY

Food and drink are permitted in designated areas only. Glass containers are prohibited at all times.

PERSONAL TRANSPORTATION ITEMS

Bicycles, rollerblades, roller skates, and skateboards are prohibited within all facilities.

CELLULAR PHONE USE

Due to the potential for cellular phones to be used as a photographic device, their use is prohibited in all restrooms and locker room areas. Patrons may use cellular phones in other areas but must adhere to restrictions regarding photography and videotaping. Violators of the above policies may be asked to leave the premises and may face further disciplinary actions.

SECURITY ISSUES

We encourage our members to bring only necessary items to our facilities. Leave valuables at home and be especially vigilant in providing for the security of belongings.

ADA COMPLIANCE

Patrons requiring assistance or special consideration for use of Campus Recreation facilities should contact a staff member.

FITNESS AREA POLICIES

Individuals assume a risk of injury or even death while voluntarily electing to participate in physical activity. All participants are strongly encouraged by Campus Recreation to have a health evaluation; consult with their personal physician to determine appropriate fitness level; use good judgment concerning their ability; participate at an appropriate level; and to carry medical insurance coverage.

For your safety, as well as others, we strongly recommend the following safe practices:

- During peak hours please limit your time on the cardiovascular equipment to 30 minutes.
- Use extreme caution when lifting weights to avoid potential injury to yourself or others.
- Spotters are strongly recommended while using free weights.
- Do not drop dumbbells and weight plates to the floor.
- Do not leave weight plates and bars on the floor or leaned against the wall or equipment.
- Collars must be used with all Olympic bars in the free weight area.
- Olympic lifts that are performed above the head are not permitted (Clean and Jerk, Snatch, Push Press).
- Closed toe athletic shoes are required. No boots or other hard-soled shoes are allowed.

The following fitness area etiquette and guidelines will promote an enjoyable and safe experience for all users:

- During peak hours please limit your time on the cardiovascular equipment to 30 minutes.
 - Please respect other patrons, staff members, facility and equipment at all times.
 - Patrons are required to use a clean, dry towel or cloth while using all fitness equipment or to clean equipment immediately after use. Antibacterial cleaners are provided to clean/disinfect equipment before/after use.
 - Appropriate athletic attire is required. No midriff tops.
 - To avoid congestion and waiting lines, patrons should allow others to work in-between sets while using strength training equipment.
 - Refrain from slamming weight stacks by lifting the weight in a controlled manner.
 - Day lockers are available for your convenience. Campus Rec cannot be responsible for personal belongings.
 - No glass bottles allowed in fitness area.
 - All equipment must be returned to its proper location after use.
 - Return weight plates and dumbbells to their labeled position after each use.
 - Weight belts that may damage equipment must be removed or covered appropriately.
 - All free weight equipment must be kept in the free weight area and should not travel to different levels of the facility.
 - Chalk is only permitted on the lifting platforms.
 - Report any damaged or faulty fitness equipment to the on-duty floor staff.
 - Only Campus Rec Personal Trainers are allowed to train clients in this facility.
- The on-duty supervisor has authority over all fitness area conduct and use of equipment and may expel any user from the facility for failure to follow instructions.

BASKETBALL COURT REGULATIONS

During open recreation hours, all basketball courts at the recreational sports facilities are on the challenge court system. In the challenge court system, the losing team must vacate the court to be replaced by the challenging team. To challenge, a waiting individual must make it verbally known to the teams playing that the challenge has been issued. That person must remain courtside and ready to play when the ongoing game ends. The person challenging determines the make-up of his/her team. Efforts must be made to include other individuals not currently playing in a game; but should additional players be needed to constitute a team, the person offering the challenge may select players from the losing team. A person playing in a game may not challenge until the game in which they are playing ends.

FULL-COURT VS. HALF-COURT GAMES

Full-court games take priority at all times. Half-court games may be played when an open court is available, but must yield to full-court games when two 5-person teams are available to play and no other courts are open. The ongoing half-court game must be allowed to finish prior to beginning of full-court play.

CHALLENGE COURT GAME RULES

1. Full court games are to be played to 11 baskets, win by 1 basket.
2. Half court games are to be played to 15 baskets, win by 2 baskets. Teams have the option to play on an alternating ball or make-it/take-it basis.

PRIORITY COURTS

Designated courts give priority to women and wheelchair participants.

Swimming Pool/Slide/Sauna Regulations

- 1) Children under 16 years of age must be accompanied and directly supervised in the pool area by a parent or competent person at least 18 years of age
- 2) Admission to the pool may be denied for any of the following reasons:
 - a. When an individual is apparently unable to care for their self
 - b. Intoxication
 - c. Evidence of contagious disease
 - d. Open sores, wounds
 - e. Excessively revealing swim suits
 - f. Any condition or evidence, which, in the opinion of the staff, will jeopardize the health and safety of the general public
- 3) Abusive or profane language will not be permitted
- 4) Showers are required of all patrons who work out prior to using the pool. The lifeguard staff has the authorization to request anyone to take a shower before entering the pool
- 5) Life jackets may be used if they are U.S. Coast Guard approved
- 6) Face masks and goggles with non-breakable lenses are permitted provided they are properly used
- 7) Non- swimmers will not be permitted in water deeper than their shoulders
 - a. Freer pool does have deep water; non swimmers will be considered individuals who cannot swim in deep water
 - b. The lifeguard staff may require a person to demonstrate their swimming ability
- 8) Swimmers/ patrons must stay off and avoid the area directly beneath the lifeguard stands. No exceptions
- 9) Hanging or tugging on lane lines is not permitted
- 10) Glass bottles/ containers of any kind will not be allowed inside the pool area
- 11) No animals (with the exception of service animals) will be allowed in the pool area
- 12) Lifeguard staff may eject persons from the pool area for cause
- 13) Food and drinks (other than water) are not allowed inside the pool area
- 14) Proper swim attire must be worn at all times in the pool, no underwear or street clothes
- 15) Blue jeans or any other makeshift swimsuits are not permitted in the water
 - a. Exception: a clean tee shirt may be worn
- 16) Diving from the boards is not allowed
- 17) Diving from shallow water areas in any Campus Recreation facility is not allowed
- 18) All state bathing codes apply to this facility

WATER SLIDE POLICIES

Be advised that the water slide is an adventure activity and may expose the rider to possible physical injury. In deciding to participate the rider assumes full responsibility of any injury sustained

- Patrons must be at least 36 inches tall and be able to swim the width of the pool in order to exit the catch pool area to use the slide
- Patrons are not allowed to wear flotation devices to ride the slide; they must be able to exit the slide flume and swim to the exit by themselves
- No metal objects, locker keys, jewelry, metal straps, watches, goggles, sunglasses, or eyeglasses permitted on the slide as they may cause injury
- Cutting ahead of others in line and rowdy play are prohibited and may result in dismissal from the pool area
- No chain riding permitted; only one rider at a time
- Enter and exit the flume feet first; standing, stopping, or sliding down head first is prohibited
- Hands must be kept inside the flume at all times
- No diving from the end of the flume
- All riders must cross feet and arms when riding down the slide and enter the catch pool area feet first
- Exit the catch pool immediately; individuals must exit the catch pool area before the next rider can be sent
- Elderly persons and persons with medical conditions should consult their physician before using the water slide

- Pregnant women will not be permitted on the water slide
- Parents/ guardians of children under the age of 18 are strongly encouraged to observe the activity prior to deciding whether to allow their child to participate
- Parents and guardians must abide by all children's policies.

SAUNA POLICY

Sauna capacity is 35.

Use of this sauna is restricted to those ages 16 and older.

Saunas are public spaces; appropriate clothing is required at all times.

Constrictive or excessive clothing should not be worn.

Exercising in the sauna is not allowed.

Please remove your jewelry to avoid burns.

To promote hygiene, patrons should sit on a towel or stand in the sauna.

Pregnant women, elderly persons, and those suffering from heart disease, diabetes, or high or low blood pressure should not use the sauna without prior medical consultation and the permission of their doctor.

Patrons should not use the sauna while under the influence of alcohol, tranquilizers or other drugs that can cause drowsiness or that raise or lower your blood pressure.

A time limit of 10-15 minutes is suggested.

Do not pour any liquids onto the sauna heater.

Do not place combustible material on the heater.

Only water is allowed; all other food and drinks are prohibited.

Inappropriate sexual behavior and/or sexual misconduct is prohibited.

Unauthorized use of video recording devices and photography is prohibited.

Multi-Purpose Room/Combat Room Usage

Rooms are scheduled with Group Fitness activities, Club Sport practices, student organizations and other rental groups. Patrons may utilize the multi-purpose rooms when not reserved by another group with permission from Member Services.

Equipment located in the multi-purpose rooms is only available when authorized by Campus Recreation. All equipment must remain in the designated room.

Only non-marking shoes are allowed in the room (s).

Any partition wall will be operated by Campus Recreation staff only.

The in-house audio system is not available for use. However, a stereo is available for checkout with Member Services.

Activities which could damage the mirrors, windows or ceiling tiles are strictly prohibited.

Patrons should not lean or put hands on the mirrors.

COMBAT ROOM POLICY

The Combat Room is scheduled for Club Sport practices, group fitness classes, student organizations and other rental groups. Patrons may utilize the Combat Room when not reserved by another group with permission from Member Services.

As with any strenuous activity it is always recommended that you consult with your doctor before participating. In addition, any activity with the potential to involve contact, individuals should place the highest priority on safety for themselves and others and do so with the proper training and instruction. Campus Recreation sponsored Martial Arts Club Sports can provide proper training and instruction. Please see: <http://www.campusrec.uiuc.edu/clubsports/sclubs.html>

For safety and injury prevention Campus Recreation strongly recommends use of wrap or gloves when using the speed bags, and wrap **and** gloves when using the heavy bags. These are available for purchase at the Convenient Shop and for check out at Member Services.

Use of the mat requires adherence to the following rules:

- No street shoes. Must use clean wrestling shoes or no footwear
- Shorts and shirts required.
- Individuals with skin infections, open lesions, or open cuts are not allowed on mat
- If there is blood on the mat, activity must stop. Notify a Campus Recreation staff member for proper clean-up.
- Limit of 4 pairs “in competition” on mat at a time. Must stay in blue matted area.
- Those individual participating in combat type activity are strongly recommended to do so under the supervision of coach or sensei. Use of protective equipment such as head protection, mouthpiece, cup (men), chest protector (women) is also strongly recommended.

General Climbing Wall Policies

- Follow all directions of Adventure Recreation staff.
- UI students, Campus Rec members, and paid guests only.
- Must be 16 years old or accompanied at all times by an adult.
- Check-in at Adventure Center (AC) before entering wall area.
- Participants are not allowed to provide instruction to others.
- Hands may not extend beyond first bolt line when bouldering. Use a bouldering pad and provide your own spotter.
- Do not pass under or over other climbers when bouldering.
- You must pass the top-rope endorsement test to top-rope belay.
- You must pass the lead endorsement test to lead or lead-belay.
- Technical climbing shoes required.
- When waiting to climb remain near the benches or outside the wall area if crowded.
- No sharing AC rental gear.
- Figure-eight follow-through is the only tie-in knot allowed.
- Palm down belay technique only. Brake hand always on rope.
- Verbal commands and visual safety check before every climb are required.
- ID carabiner must not be transferred to anyone else and it must be clearly visible on your harness.
- No personal gear without signing the appropriate waiver at the AC.
- No loose chalk. Chalk balls only. Minimize use of chalk.
- No food in wall area. Water only in a sealed container.
- Use lockers to store valuables. All personal items brought into wall area must be stored inside cubbies.
- No excessive yelling and no profanity.
- ARC dress-code applies.
- No cell phone, PDA, MP3 player use while in the wall area.

Policies for AR Staff Supervising the Wall Area

- At least one Level II CSA must maintain a direct and unobstructed view of the wall area at all times when it is unlocked.
- At least one Level II CSA must be inside the wall area at all times when any participant is in the wall area.
- The wall must remain locked when not open for climbing.
- Maintain a vigilant posture and constantly check for safety issues.
- Immediately address any safety issues.
- No sitting down while in the wall area if any participant is present.
- No cell phone, PDA, MP3 player use while in the wall area.
- You are not permitted to climb during your shift.
- You must wear a harness and belay device during your entire shift.
- You must wear a DCR staff shirt as your outer garment.
- No hats.
- Offer to belay onlookers and climbers who are alone. Be encouraging and supportive.
- Limit socializing. Keep your focus on the wall area and the participants.
- Do not allow the wall area to become overcrowded (max. capacity is ??). Ask participants to wait outside the wall.
- Do not allow onlookers to crowd toward the wall. Ask them to wait near the benches.
- Don't allow your belay services to be monopolized. Limit a climber's time on your belay when others are waiting.
- Encourage climbers not to monopolize a rope. Allow those waiting to take a turn.

Instructional Kitchen Usage Policy

A group can request the Instructional Kitchen two weeks (minimum) in advance of the program event. This activity space requires special permission for private use. Groups may reserve the Instructional Kitchen space through Campus Recreation facility reservations and are subject to all facility rental guidelines. Following approval of event, the group must contact the Safety and Compliance Office for food service guidelines.

Kitchen Guidelines:

1. The rental fee includes use of kitchen appliances and standard utensils. [Click here](#) for list of equipment available for use.
2. Kitchen Monitor will be on site to conduct an orientation prior to the scheduled event.
3. Group is responsible for cleaning countertops, sinks, utensils, cooktop, island and disposing of all trash upon the conclusion of the event.
4. Food ingredients are not provided.

Track Policies

1. Practice common courtesy to other runners and walkers.
2. For safety purposes, please run or walk in the direction the arrow indicates.
3. Be cautious to oncoming traffic when entering or crossing the track.
4. Keep slower activity to the inside lanes of the track.
5. Running or walking side by side is permitted only when the track is not busy.
6. Stay in your own lane to prohibit interfering with another patron's exercise.
7. Racing is not permitted.
8. Proper attire should be worn while working out on the track:
 running shoes, athletic shorts, sweats or windpants, and a shirt are required.
9. Food and drink are not allowed on the track.
10. No horseplay or loitering on the track.
11. Throwing or dropping items to or from the track is prohibited.
12. No spitting is permitted.

COURT RESERVATIONS

Campus Recreation members may reserve one hour of court time per day for the following types of courts or one spot per day in the following fitness classes:

Racquetball
Squash
Table Tennis
Inline Skating
Indoor Soccer
Volleyball
Badminton
Cycling

To reserve a court or class sport, members may present their i-card to Member Services during building hours or by calling the phone-in reservation line during designated hours. Members will be asked their UIN if calling for a reservation. Members may not attempt to sign-up for another member or reserve a court with no intention of playing.

Reservations may only be made the day of intended play. Members may not reserve courts with the intent of playing other activities in designated areas.

INFORMATION FOR RACQUETBALL & SQUASH COURTS

1. Racquetball/squash players have priority on racquetball/squash courts and squash players have priority on squash courts. This priority is in effect even if those using the courts for other purposes have a reservation for that court.
2. The courts may be used for purposes other than their primary use but they cannot be reserved for those purposes.
3. Only non-marking shoes may be used on court surfaces.
4. Goggles are required for racquetball and squash play.
5. The ARC courts may be reserved for wallyball play.

Reservation Policies

Campus Recreation offers registered student organizations, campus units and outside groups the opportunity to reserve Campus Recreation facilities for athletic and recreation activities and competitions as well as special events. Requests may be dropped off at the Activities and Recreation Center, Campus Recreation Center East, or the Ice Arena, electronically, by mail or fax. All requests are subject to approval at the discretion of Campus Recreation.

Campus Recreation
201 E. Peabody Dr.
Champaign, IL 61820
Fax: 217-244-4004

Allocation of space

Campus Recreation will allocate space at designated priority times for the Department of Kinesiology; select academic classes; the Division of Rehabilitation Services; the varsity women's swim team; recognized Club Sport organizations; and programs and services sponsored by Campus Recreation. Space may be reserved by other organizations based on availability.

Procedure to reserve space

An approved Facility Request Form must be completed and submitted to Campus Recreation operation staff at least two weeks prior to the scheduled date of an event. Reservations for large social events or sporting tournaments or events must be made up to four weeks in advance.

Requesting parties will receive email notification that a request has been received. This does not guarantee that space has been allocated. The requesting party will receive an approved copy of their space request either via email or mail which will confirm space location.

Registered Student Organizations

Recognized Registered Student Organizations in good standing with the University must receive approval for their Facility Request Form from the office of Registered Student Organizations prior to being submitted to Campus Recreation. Forms without approval will not be considered.

General Guidelines

Groups will abide by all facility usages policies of Campus Recreation and the University of Illinois.

Groups renting a facility will be held financially responsible for any special cleaning, maintenance, or repair resulting from the event or activity.

Campus Recreation is not responsible for any lost, stolen, or damaged property belonging to the members of rental groups utilizing the facilities.

Fees

Charges for events will be based on the annual rental fee schedule.

RSOs: Unless special arrangements are made, Campus Recreation will transfer the amount of the rental charges from the RSO' university account. The rental contact will receive an invoice indicating the final charges.

Campus Departments/Units: University departments must provide a C-FOAPAL number for all reservations. Upon completion of the event, Campus Recreation will process a transfer of funds. The rental contact will receive an invoice indicating the final charges.

Private Groups: A final invoice will be sent to the rental contact within 10 business days of the event and payment is expected within 14 business days. Credit card payments are accepted over the phone Monday-Friday 8:30a-5p at 217-244-9866. Campus Recreation may request a 25% non refundable deposit for large events.

Cancellation Fees

To cancel a confirmed event, the requesting party must notify Campus Recreation by calling 217-244-7032. Events cancelled more than two weeks in advance will not incur a cancellation fee (other than the loss of the security deposit). Those events cancelled less than two weeks in advance will incur 50% of all rental charges. Groups who do not show for a confirmed event will incur 100% rental costs.

Catering Information

Groups may enlist the catering services of one of the University's approved vendors. For a complete list visit: <http://www.dps.uiuc.edu/certificates.aspx>.

Certificate of Insurance

Outside organizations having events within Campus Recreation facilities may be asked to provide a certificate of insurance naming the Board of Trustees as an additional insured. Visit this link for full details: <http://www.dps.uiuc.edu/certofinsur.htm>.

Outdoor Field Policies

Climbing any perimeter fence constitutes breaking and entering. Gates will be opened by Campus Recreation staff during open recreation or reserved activity times.

Do not throw, hit, or kick balls against fences.

Should field conditions and/or playability be an issue, contact the rain line (244-0329) for updated information. Campus Recreation staff has the authorization to cancel any activity at any time due to weather conditions. Their instructions must be followed.

Only Campus Recreation staff will be allowed to park inside the facility.

Bicycles must be parked at the designated racks located by the perimeter gates. Bicycles should not be ridden in the facility nor attached to fences/other objects. Bicycles in racks more than two weeks will be removed.

No pets of any kind are allowed within the perimeter fencing surround the facility.

No alcoholic beverages, tobacco products or drugs are allowed within the facility. Any patron caught with the above will be asked to leave and/or events may be cancelled.

Groups will be charged for any damage or cleanup that results from their scheduled activity.

No grilling of any kind is allowed unless prior permission is received from Campus Recreation.

Fields will be lined by Campus Recreation staff only. Anyone else lining fields will be subject to pay for any damage and will be barred from the facility.

Permanent goals are not to be moved. Portable goals must be returned to their designated location after each use.

Individuals/Groups reserving facility space for activities are responsible for the conduct and actions of those associated with and participating in the event. This includes casual spectators as well as followers and team members/opponents.

Any damage to the facility and/or equipment or violations of policies is the responsibility of the individual/groups reserving the space and must be reported immediately. The party is also responsible for the charges associated with these damages.

All patrons are expected to use proper conduct. Infliction or threat of bodily harm, whether done intentionally or with reckless disregard, including threat or action in retaliation for making allegations of misconduct, is prohibited. Use of abusive language and/or sexual misconduct is prohibited.

Facility users must follow all posted regulations and comply with decisions made by Campus Recreation and its staff (including identifying oneself when so requested) to insure the safe and effective operation of the facility and programs. Campus Recreation staff has the authority to cancel events and also has the option to contact University Police for assistance at any time.

Ice Arena Policies

ASSUMPTION OF INDIVIDUAL RISK

Participation in ice related sports, whether recreational or competitive, figure skating, speedskating, hockey, broomball or otherwise, carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. The specific risks vary from one activity to another, but the risks range from 1) minor injuries such as scratches, bruises, and sprains to 2) major injuries such as eye injury or loss of sight, joint or back sprains, strains, breaks, concussions, severe cuts, head trauma, dismemberment, cardiac arrest, partial or total paralysis and death. We strongly recommend that you consult your personal physician before starting any physical activity program. Participation is voluntary; thus, individuals knowingly assume all such risks.

GENERAL FACILITY POLICIES

1. No running around, roller blading or playing hockey off ice.
2. Youth are not permitted in the locker rooms without adult supervision.
3. Children should not play in the lockers or stand on top of the benches.
4. Individuals & groups are expected to clean-up after themselves.

ADULT SUPERVISION OF CHILDREN AGES 15 & UNDER

At least one parent/legal guardian must accompany the child to the facility and monitor their activity at all times.

Skating aids (“walkers and sleds”) are available for use on the ice. Wheelchairs may also go onto the ice; enter at the Zamboni doors.

ILLINI HOCKEY GAME RULES FOR SPECTATORS

1. Do not throw anything at the players, officials, Zamboni driver, or onto the ice at any time.
2. Refrain from using offensive language. Individuals using profanity or acting inappropriately will be asked to leave, without receiving a refund.
3. Alcoholic beverages are prohibited on the premises.
4. Do not lean or hang over the balcony railing at any time.
5. All persons standing on the lower level must have all body parts behind and below the glass.
6. All patrons are prohibited from the Zamboni entrance way while the ice is being resurfaced.
7. The southwest corner of the rink must be cleared of all spectators prior to the players going on or coming off the ice.
8. This is a University, no smoking facility.
9. By police order, canned or bottled beverages will not be allowed into the rink proper. Cans found in the rink will be confiscated. Cups and ice are available from the concessions stand.
10. CAUTION: The puck moves at a high rate of speed and may leave the playing surface. Please keep your attention on the puck at all times.
11. Those individuals who wish to leave the Ice Arena and return during a game, must get their hand stamped before exiting the building.

OPEN SKATING SESSIONS & PRIVATE PARTIES

1. Everyone must skate in the same direction at a safe, controllable speed.
2. No racing or excessive weaving in and out.
3. No playing tag, cap throwing, or playing crack the whip.
4. No gum chewing, eating or drinking on the ice.
5. Be aware of other skaters around you at all times.
6. No snowball throwing or jumping the orange cones.
7. No one except Ice Arena personnel is allowed on the ice while it is being resurfaced.
8. Figure skaters must confine jumps and spins to the center ice only.
9. Private lessons are not allowed during Open Skating Sessions.
10. Beginning skaters should try to skate along the boards for their own safety. This means others should avoid standing along the board area.
11. No cell phones, cameras or personalized music systems are allowed on the ice unless permission has been granted by management.
12. Do not go upstairs to the balcony area with your skates on. This is dangerous and will ruin skates. Metal will also harm skates so please stay off the railings.
13. Be respectful of the rink monitors and follow their directions.

PRIVATE COACH INSURANCE REQUIRED

All private coaches must provide a copy of their general liability insurance prior to giving lessons during Open Freestyle times. Both parties, skater/parent and coach must sign a waiver and pay an admission fee to use this facility. No private lessons are allowed during regular Open Skating sessions.

EQUIPMENT POLICY

The Ice Arena has goalie equipment, helmets, helmets with cages, throat collars, pucks, and broomball equipment to loan. In order to secure such equipment, groups must arrive 30-40 minutes in advance. A student ID or state ID must be left with the supervisor until all equipment is returned. All groups will be held financially responsible for any loss or damage to any Ice Arena equipment.

HELMETS REQUIRED

It is mandatory that all persons involved in ice hockey or broomball wear a helmet. For ice hockey, full equipment is highly recommended. Hockey programs administered by Campus Recreation and the UI Ice Arena require full face shields/cages on the helmet. Helmets are recommended for all ice skating activities and can be checked out at the customer service window or Learn to Skate Office.

ICE SKATE RENTAL

All patrons utilizing the University of Illinois Ice Arena rental skates must wear a pair of socks with these skates. This policy is in effect for sanitary and health reasons. It also ensures a longer period for use for these skates. The figure skates in skate rental can not be rented for any ice hockey activities. This is to ensure the safety of the participants.

LOCKER ROOM POLICIES & PROCEDURES

1. A minimum of \$25.00 will be assessed to any group or individual that fails to return the locker room key or fails to leave the locker room in a clean and orderly condition.
2. Locker rooms are available 1/2 hour prior to ice time to 1/2 hour after ice time. Keys may be checked out at the Customer Service Window
3. The person who signs out the key must list his/her phone number and address. That individual is responsible for the entire group using the locker room.
4. All youth (ages 15 & under) are required to have parental supervision during locker room use.
5. Only authorized groups will be allowed locker room access. Any individual found in the locker room who is not associated with that group will be viewed as trespassing.
6. Each group is responsible for cleaning-up the locker room. This includes picking up all tape and garbage, stools returned to the stalls, and turning off showers.
7. Groups using locker rooms will be held responsible for any stolen items and/or damage to the locker rooms, including any markings found on the walls or doors.
8. The UI Ice Arena is not responsible for any lost, stolen or damaged personal items. Always lock the bathroom door and front door when leaving the room unattended.
9. Smoking, alcoholic beverages, and chewing tobacco are prohibited in this building.
10. Ice Arena staff may occasionally enter locker rooms for safety & maintenance reasons.
11. Strategy boards must only be used for coaching purposes and require the use of Ice Arena approved, dry erase markers. Markers are available at the CSA Window.
12. Any problems with the locker rooms should be reported prior to occupancy since the last group in the room will ultimately be held responsible for any maintenance fees.
13. Individuals not following these rules will lose further privileges associated with the use of the locker rooms and may be denied participation in future Ice Arena activities.
14. Organizations & groups renting ice will be held responsible for their members & guests.

Fundraisers, merchandise sales and non-ice related activities require approval from the UI Ice Arena as well as the Registered Student Organizations Office, Facility Planning and Management and/or Environmental Health and Safety (depending on the type of organization and activity), prior to the Facility Rental. Any group or individual attempting to generate revenue at the University of Illinois Ice Arena will be required to pay an additional fee. Details of the special event must be provided with the space request. Raffles will also require a city permit.

Groups may not be on the ice before their assigned time, if the ice resurfacers are on the ice, or before the ice resurfacers doors are closed. Groups are only allowed on the ice early if the Ice Arena Management approves it. All groups must immediately leave the ice when their scheduled time is complete.

Photography and Videotaping Access Policies

Includes: all forms of cameras and all video recording devices

Personal Access: Personal photography and videotaping are permitted in Campus Recreation facilities with the exception of restrooms and locker rooms. Personal photography and videotaping is defined as media of friends/family obtained informally for personal/private use. Personal photography used for commercial purposes is not allowed.

**Taking photos or video of individuals without their consent is prohibited and is cause for immediate removal from Campus Recreation facilities and possible suspension from Campus Recreation facilities.*

Academic Access: Academic photography and videotaping is permitted in Campus Recreation facilities with prior authorization with the exception of restrooms and locker rooms. Academic photography and videotaping is defined as media obtained and/or reproduced for academic purposes including class projects, University promotions and information. *See Authorization Procedures below.*

Media Access: Media access is allowed in most Campus Recreation facilities with prior authorization. Media access is defined as media obtained and/or reproduced for use by a media outlet. Proper usage includes published materials produced by the media outlet. *See Authorization Procedures below.*

Commercial Access: Commercial Access is only allowed as permitted by the University of Illinois. As per University policy, photographers, videographers, and filmmakers must obtain written permission to reproduce any image of the University, including its name, recognizable landmarks, buildings, or other representation from the Associate Chancellor for Public Affairs, 304 Swanlund Administration Building, 333-5010. Please contact this office with questions regarding commercial access.

Architectural/Constructional Access: For Architectural and/or constructional access please contact Gary Miller at 333-0955.

UI CAMPUS RECREATION RESERVES THE RIGHT TO DENY ACCESS TO ANYONE AS IT DEEMS NECESSARY.

Authorization Procedures

Follow these procedures to gain access for the above.

1. Contact Erik Riha at 244-3415 or eriha@illinois.edu in advance. State who you represent, what purpose you want to access facilities, and how information will be used.
2. If permission is granted and arrangements have been made, representatives must check in with Member Services upon arrival. *Note:* For the Complex Fields, Outdoor Center Fields, Illini Grove, and UI Ice Arena, you will check in at the main desk at each location.
3. Member Services will issue your representative(s) a lanyard with ID badge that must be visible to staff and patrons while in our facilities. Appropriate identification (Driver's License, State ID, Employee ID, etc) must be left with Member Services until the Photo ID Lanyard is returned.
4. For Commercial or Architectural/Constructional Access please follow guidelines listed above.

Refund Policy

All refunds for memberships, classes, and programs require a \$5 administrative charge per individual and approval from management.