

## ODESSA COLLEGE SPORTS CENTER GENERAL RULES AND REGULATIONS

In order to ensure a safe and pleasant experience for everyone, we have established the following facility and membership policies for our members and guests to adhere to while using the Odessa College Sports Center. These policies will be made available online on the WranglerSports.com website as well as in the Odessa College Sports Center Front Office. Additional area specific policies within the facility will be posted in their respective areas. Please be aware that the violation of any of the policies stated below and/or those posted within the Odessa College Sports Center, may result in membership(s) being suspended or terminated at the discretion of the Odessa College Sports Center Staff and the Odessa College Human Resources Department. Odessa College reserves the right to amend and/or update these policies as needed without notification to members.

### **Physical Examinations**

All members and guests are highly encouraged to have a physical examination completed by a medical professional prior to beginning any new exercise program.

### **Personal Conduct**

All members and guests are to conduct themselves in a respectful manner at all times. Inappropriate behavior towards our Sports Center Staff, other members, guests and/or property will not be allowed, including, but not limited to offensive, aggressive, or violent actions or language and/or verbal, physical or sexual harassment. Members or guests displaying this behavior will be asked to leave the facility, pending possible further action.

### **Attire**

Members and guests are to wear appropriate attire including shirts and shoes while within the facility. Some areas such as the Indoor Pool or Fitness Center may have additional requirements.

### **Identification Cards**

A valid Odessa College Sports Center membership card will need to be presented and scanned at the Front Desk in order for the member to be allowed access to the facility. A valid photo ID such as a driver's license, along with the respective membership number, will also be accepted for entry. Replacement membership cards can be requested at the Odessa College Front Office for a fee.

### **Locker Rooms and Locker Rentals**

For the privacy of all members and guests, the use of electronic devices that are equipped with a camera are not permitted inside the locker rooms. Other behaviors such as spitting on the floor, urinating in the shower area, and/or participating in any sexual activity is not allowed.

Members and guests are highly encouraged to wear non-slip shower shoes while inside the locker rooms areas.

Children are also not permitted inside the opposite sex locker rooms. IE: boys are not allowed into a women's locker room and girls are not allowed into a men's locker room. Children may use the Main Lobby restroom accompanied by a parent or guardian.

Lockers are available for members to rent from the Odessa College Sports Center Front Office. Members are responsible for bringing in their own lock. Two rental expiration notices will be provided via email (if available), phone and by a note at the locker prior to the rental expiring. Any items remaining inside a non-renewed locker will be removed. Locks on these lockers will be cut as needed. Items will be held for one (1) month for the owner to claim, after which time the items will be disposed of. *Odessa College is not responsible for lost or stolen items or for locks that have been cut.*

### **Personal Belongings**

Members and guests are encouraged not to bring valuables into the Odessa College Sports Center, to the Outdoor Track or to the OC Softball and Tennis Complex or to leave items in plain view inside a vehicle. *Odessa College is not responsible for lost, stolen or damaged personal belongings.*

### **Property Damage/Theft**

Members or guests that cause damage to the Odessa College Sports Center, including theft of Odessa College property, will be held responsible for the damages.

### **Accidents and Injuries**

If injured and able, members and guests should see assistance from an Odessa College Sports Center staff member while in the Odessa College Sports Center. Staff will provide assistance and/or contact emergency personnel as needed. Members and guests will be asked to complete an Incident Report form as needed. *Odessa College is not responsible for any injuries or accidents that occur while using out facility, as outlined in accordance with federal and state laws.*

### **Illness**

Members and guests with contagious diseases should not enter the Odessa College Sports Center until they are no longer contagious. Open wounds, rashes or skin irritations should be covered whenever inside the facility.

### **Food and Drinks**

Outside food and drinks may be brought into the Odessa College Sports Center Main Lobby but not beyond that area. Non-alcoholic liquids in re-sealable, and unbreakable bottles are permitted in all areas of the facility. Items purchased at the Concession Stand may be brought into the Main Varsity Gym seating areas during home athletic or special events whenever the Concession Stand is open.

### **Alcohol, Tobacco and Drugs**

Alcohol and illegal drugs are not permitted on the Odessa College campus. The use any equipment and/or the participation in any provided service while under the influence of drugs or alcohol is not allowed. Tobacco products, are only be used a minimum of 20 feet away from building entrances on the Odessa College campus and cigarette butts are to be disposed of properly. Members and guests are encouraged to not use equipment and/or participate in a provided service while using medication that may negatively impact the member's, guests' or staff member's safety.

### **Personal Training Services**

Personal Training by anyone outside of the Odessa College Sports Center staff is not allowed unless a Non-Sports Center Personal Training agreement has been signed and approved and the associated fee has been paid. More information on policies regarding non-Odessa College personal training is available at the Odessa College Sports Center Front Office.

### **Solicitation**

Solicitation of any kind on the Odessa College campus is not allowed except when approved by the Odessa College Human Resources Department.

## **Photography and Videography**

Electronic devices equipped with camera and/or video capabilities may not be used in any locker room, restroom and/or any other private areas inside the Odessa College Sports Center. Staff of the Odessa College Sports Center and/or the Odessa College Marketing and Communications Department are allowed to take photos of members and guests for marketing purposes.

Please be aware, if you do not want your photo taken or to be a part of a video, you need to notify the Odessa College staff member who is taking either still photographs or video that you do not want your image used *at the time when such activity is taking place*. By continuing to utilize the Odessa College Sports Center and its services when such photography or video recording is taking place without notifying the staff member performing such actions that you do not want your photograph taken or your image to be included in a video, you are consenting to your image being used by the College for any purpose in any media form. Outside professional photography and/or video is not allowed on the Odessa College campus without the prior approval of the Odessa College Marketing and Communications Department

## **Facility Closures**

For a variety of reasons, the Odessa College Sports Center may close portions of, if not the entire facility or observe limited facility hours without prior notice to members, however notice will always be given as soon as possible, if not in advance. Possible reasons include but are not limited to college events, facility maintenance, custodial cleaning, member safety and campus holidays or closures. Your commitment to paying membership fees is not dependent upon usage and/or the availability of the Odessa College Sports Center.

## **Service Animals**

Members and guests requiring the assistance of a service animal and law enforcement personnel with on duty service animals are welcome inside the Odessa College Sports Center. Service animals must be vaccinated and licensed and are to remain on a leash and under the responsibility of their owner whenever inside the facility. If the service animal poses a threat or risk to members, guests and/or staff, Odessa College Sports Center staff will ask that the service animal be removed from the Odessa College Sports Center and the service animal's owner will be held liable for any damage caused by the service animal.

## **Day Pass Non-Members**

By using a Day Pass or Swim Pass to enter the Odessa College Sports Center, the guest agrees to adhere to all Odessa College Sports Center rules and regulations.

## ODESSA COLLEGE SPORTS CENTER MEMBERSHIPS

### **Membership Eligibility**

Memberships are open to all community members, fourteen (14) years or older.

### **Kids Swim Pass**

A parent and/or legal guardian may purchase a Kids Swim Pass for children in their care that are under the age of fourteen (14) years. The Kids Swim Pass allows the child access to the Indoor Pool throughout the duration of the pass.

Whenever the child is in the Odessa College Sports Center, the child must be supervised by a parent or legal guardian. The parent or guardian, if not a member of the Odessa College Sports Center, does not have to pay to enter the facility as long as they are only supervising their child. If the parent or guardian does want to swim and are not already a member of the Odessa College Sports Center, they must either purchase a membership or a Swim Pass from the Front Office.

The parent and/or guardian who purchased the Kids Swim Pass is considered the primary membership holder of the pass. Children may not obtain member information, and/or make changes to their account.

### **Caretaker Memberships**

Accommodations will be made for members with disabilities or limitations that require them to be accompanied by an assistant or caretaker while using the Odessa College Sports Center. Members will need to visit the Odessa College Sports Center Front Office for more information on regular admittance of their assistant/caretaker.

### **Information Access**

The primary membership holder for all individual, Kids Fitness, family and group memberships is the only individual who may access member information and/or make changes to the membership(s), including accessing or updating member information, changing the type of membership held, removing a member from a family/group membership and/or cancelling the entire membership. Requests for changes, cancellations and/or information must be made in person at the Odessa College Sports Center unless otherwise approved by the Director of Community Recreation.

### **Membership Upgrade**

The type of membership purchased may be changed to any membership duration longer than the current membership without a fee by the primary membership holder. Memberships may not be changed to an option shorter than the duration of the current membership.

### **Payment Options**

Memberships may be purchased online or at the Odessa College Sports Center Front Office. Memberships requiring a proof of affiliation or age for discounted rates or being purchased by cash or check, must be purchased in person at the Odessa College Sports Center Front Office. Those purchased by cash or check must be paid in full at the time of purchase.

Payments made using a valid credit or debit card will be charged or auto drafted every month until the end of the membership period unless the membership is cancelled at an earlier time or the total balance of the membership is paid in full at the initial time of purchase. *Odessa College is not responsible for any charges from the credit card issuer or bank issued against the card used for the membership payments such as but not limited to, overdraft fees.*

## Invalid Payments

Odessa College will continue to attempt collection of membership payments owed in the event an authorized credit or debit card is not able to be successfully charged. If multiple payments are missed, the membership may be suspended until the delinquent payments have been paid to the Odessa College Sports Center Front Office. *The primary membership holder is responsible for the total balance of the membership being paid to Odessa College in the manner determined at the time of purchase.*

A service fee of \$32.48 will be charged in the event of a returned check. The membership may be suspended until the service fee and the outstanding balance of the membership(s) purchased are paid in full.

## Discount Membership Rates

Discounted membership rates are made available to: students fourteen (14) years or older, seniors citizens (sixty-two (62) years or older), military veterans, Spirit of Women or Senior Advantage members, and employees of companies who have corporate partnerships with Odessa College.

Anyone intending to purchase a discounted Odessa College Sports Center membership, must show proof of affiliation or age in the form of the appropriate identification badge and/or driver's license to the Odessa College Sports Center Front Office staff at the time of purchase.

Active military personnel are eligible for a 6 month free membership with a valid military ID showing active duty status.

## Membership Cancellation

A three (3) calendar day grace period will be given where any newly purchased membership can be cancelled without a cancellation fee. The cancellation request must be given in writing to the Odessa College Sports Center Front Office during regular office hours before the end of the third calendar day.

Should a member decide to cancel their membership after the grace period but prior to the designated end date, a cancellation fee will be charged to the member. The membership plan will expire at the end of the month already paid for and the remaining months of the membership will either be reimbursed via check or a stop payment will be issued on future scheduled payments. For memberships paid in full, the membership will end at the end of the current membership month (not calendar month) and a reimbursement for the remaining months of the membership will be issued. *No reimbursements will be made for all 1 month (month to month) memberships, including the Kids Swim Pass.* The cancellation request must be given in writing to the Odessa College Sports Center Front Office during regular office hours and the cancellation fee paid before a reimbursement or stop payment request will be issued.

Cancellation Fees:	Individual 12 Month - \$75.00	Family 12 Month - \$135.00
	Individual 6 Month - \$45.00	Family 6 Month - \$82.50
	Individual 3 Month - \$26.25	Family 3 Month - \$48.75
	Individual 1 Month – None	Family 1 Month – None
	Kids Swim Pass - None	

## Membership Cancellation for Death or Disability

Should a membership need to be cancelled in the event of a death or permanent disability, a written notification from a legal guardian/custodian or from the member themselves, is required to be provided to the Odessa College Sports Center Front Office. No cancellation fee will be charged once written notification has been received.