

HUNT VALLEY SWIM CLUB OPERATING PROCEDURES

Effective January 20, 1987

Revised March 23, 1995

Revised May 23, 1996

Revised March 11, 2009

Revised March 8, 2017

Revised June 15, 2020

A. MANAGEMENT

1. The pool manager or his/her designated representative is responsible for the safe and proper operation of the pool facilities. The manager acts as the agent of your Board of Directors and is empowered to eject from the club premises any person or persons failing to observe proper conduct. Comments or complaints concerning the operation of the swim club should be referred to the Chairman of the Operations Committee.
2. Under special circumstances sections of the operating rules and regulations can be temporarily suspended by a quorum of the Board of Directors.
3. Neither the swim club nor the pool management is responsible for the personal property of members or guests. Unclaimed lost articles will be disposed of every Friday during the pool season.

B. MEMBERSHIP IDENTIFICATION

1. Each head of household will submit/update membership data and submit to the waiver on the membership website prior to use of the swimming facility each season.
2. At the gate, guards will confirm active membership status to approve entry into the pool area. (Note: Photo ID cards will no longer be created and used for entry into the pool.)
3. Members may designate supervisory personnel (nannies, sitters, etc.) to accompany their children to the pool. A designated supervisor may not enter the water unless he/she is a HVSC member or registered guest. The designated supervisor must also conform to the age requirements as stated in Section H.
4. Resolved that the Board of Directors determines as a policy that membership shall never be available to any person (1) who has been convicted of any offense listed in Virginia Code Sections 18.2-370.2, 18.2-370.3, and 18.2-370.4, and/or 18.2-370.5, prohibiting those offenders from proximity to children, and/or (2) is or has been a person required pursuant to Va. Code Sec. 99-1-901 to register on the Sexual Offender and Crimes Against Children Registry. It is further resolved that such persons to whom membership is not available pursuant to this policy shall not be allowed to be present on HVSC property at anytime or at any property during the conduct of any activity of HVSC, regardless of where such activities are conducted.

C. POOL HOURS

OPEN 11:00 AM to 9:00 PM Monday through Friday
OPEN 12:00 PM to 9:00 PM Sunday

1.	Pool cleaning and general maintenance (Pool closed)	7:00 a.m. - 8:00 a.m. (Mon-Fri) 9:00 a.m. - 11:00 p.m. (Sat) 10:00 a.m. – 12:00 a.m. (Sun)
2.	Swim team practice (pool closed to general swimming)	5:00 a.m. – 7:00 a.m.--Marlins 7:00 a.m. - 11:00 a.m. (Mon-Fri)--HV
4.	Swimming competitions (pool closed to general swimming)	See Section E
5.	Adult only or teen only special events	To be announced

1. Social Events. Special nights for adult, teen, or pre-teen members of the HVSC may be established at the discretion of the Board of Directors. Special rules will apply. Whenever it is necessary to close the pool to general swimming because of special events of any kind, a notice to this effect will be posted on the website and emailed to members at least one week in advance.
2. The pool will be closed by the pool manager during inclement weather or, if in his/her opinion, a hazardous condition exists. During inclement weather, the pool must remain closed for 30 minutes after thunder. Patrons will be required to leave the pool area until 30 minutes have passed with no thunder.
3. Members can sign up on Pool Dues through the website to receive notification alerts regarding pool closure or call the pool at 703-451-9137 to inquire about operating status.
4. No private parties that would close the pool to members of the HVSC for general swimming are allowed at the HVSC.
5. The pool will not be closed to general swimming during Dive Meets, but the diving well will be closed and quiet swim will be enforced.

D. LEARN TO SWIM AND DIVE

1. Hunt Valley Swim Pool does not officially sponsor swim/dive lessons. However, members may inquire in the lifeguard office about private learn-to-swim opportunities with young adults from the Hunt Valley Swim Team and coordinate these engagements directly with swim coaches.
2. Swim team coaches/swimmers/divers who desire to offer swim/dive instruction must see the pool manager to place their name on the list of instructors.
3. No swim/dive instruction may be scheduled during peak busy times and/or holidays.

E. SWIM AND DIVE MEETS

1. The pool will be used for scheduled competitive events.

2. Scheduled dates and times for swim meets will be communicated to the membership at the beginning of the season. The pool will be closed during these competitive events. The pool area will be cleared immediately following events for the purpose of making the pool ready for general membership swimming.

2021 Pool closures for competitive swim and dive competitions

SATURDAY MORNINGS (pool closed, typically reopening to the general membership at noon)

- June 12-Time Trials at HV
- June 26 -Virginia Run at HV
- July 3-High Point Pool at HV
- July 17-Little Rocky Run at HV

SUNDAY MORNING (pool closed, reopening to the general membership around 2 PM)

- July 25-Dive Divisional at HV

MONDAY EVENINGS (pool closed to the general membership after 5 PM)

- June 21 at Hunt Valley
- June 28 at Hunt Valley
- July 5 at Hunt Valley
- July 12 at Hunt Valley

3. Scheduled dates and times for dive meets will be communicated to the membership at the beginning of the season. During these events, the diving well will be closed and quiet swim enforced.

2021 Quiet Swim sessions for competitive dive competitions

TUESDAY EVENINGS (quiet swim)

- June 29-Arlington Forest at HV : 6 pm – 9 pm
- July 13-Sleepy Hollow Rec at HV : 6 pm – 9 pm
- July 20-Donaldson Run at HV : 6 pm – 9 pm

F. HEALTH, SAFETY AND GENERAL CONDUCT

1. The following are not allowed in the pools or adjacent concrete areas:
 - a. Running, pushing, wrestling, or horseplay
 - b. Food and beverages
 - c. Glass of any kind
 - d. Pool floats (except for designated float sessions)
 - e. Litter of any kind including tobacco products
 - f. Smoking or use of other tobacco products
 - g. Spitting, spouting water or blowing nose in the pool.
 - h. Pets
 - i. Obstruction of doorways and entrance with lawn furniture
2. Admission will be refused to anyone with fever, COVID 19 symptoms, bandages/skin abrasions, colds, coughs, extremely inflamed eyes, open sores, infections, excessive sunburn, and/or nasal or ear discharges.
3. Food and drinks **are allowed** on the decks, in the grill and café area, and the pavilion.
4. Members are expected to clean up after themselves, including cleaning up trash and re-organizing/resetting chairs and tables. Hunt Valley does not have a recycling program due to county restrictions, so recyclables must be taken home for recycling or deposited in a trash can on site.
5. All injuries occurring on the premises must be reported to the pool manager immediately.
6. Children unable to demonstrate to the lifeguards their ability to swim will be restricted to chest-deep or shallower water and are required to wear a wristband. A parent must supervise their children and remain at arms distance at all times. Children who have not passed a swim test are prohibited from using the diving boards, deep end, or large slide.
7. Parents who believe their child swims well enough to take the prescribed swim test shall make arrangements with the pool manager or his/her designated assistants for the swim test, typically executed during the break time. Lifeguards have the authority to determine whether a swimmer passes or fails the prescribed test. Manager will keep a log of swim tests administered. Swimmers who pass the swim test are released from the requirement to wear a wristband and are authorized to use the diving boards, deep end, and large slide. Lifeguards have the authority to request additional on the spot swim tests when weak swimmers are identified without a wristband. Once a child has passed the swim test at HVSC, the swimmer does not have to retake the test the following year, provided that records are maintained.
8. Any individual that cannot control bodily functions cannot go into the pool (main pool or baby pool) without wearing a swim diaper. County health rules provide that when pool contamination of this type occurs, the pool water has to be completely filter through the entire pool per guidelines from the county. This process can take up to 1-2 hours.
9. Lap lanes are first come, first served. Be prepared to share the lanes and circle swim. Swim or walk is authorized in lap lanes. If each lane has more than 3 swimmers, a

request may be submitted to the manager to add a lap lane. The pool manager has the authority to add a lap lane or deny the request.

10. The pool manager has the authority to rope off certain areas of the pool and restrict the use of these areas to certain activities.
11. Life jackets checked by a lifeguard for proper fit and adjustment may be permitted at the pool manager's discretion.
12. Life rings, fins, and face masks may be permitted at the pool manager's discretion. Soft toys may be permitted at the pool manager's discretion. Pool floats are only allowed during publicized float sessions, and are not allowed during general swimming.
13. Lounge chairs are available on a first-come first-served basis. Chairs vacated for periods in excess of 15 minutes are automatically available to those waiting. Chairs and tables are not to be used for storing personal effects. Chairs and lounges are to be picked up by frames, not the straps.
14. All members and guests will respect the property rights of homeowners in the immediate neighborhood of the pool. Members and guests will not use lawns for short cuts or in any way violate the rights of others. Violation may result in suspension of swimming privileges.
15. Broadcasting devices should be kept to a moderate volume as determined by the pool manager.
16. The Fairfax County Police and Fire Departments are authorized to enter the pool premises at any time and exercise the same authority as in any public place.
17. Unlawful drugs are never permitted. Violation is grounds for suspension.
18. Abusive, offensive, or profane language or behavior will not be permitted on the club property. Violation is grounds for suspension.
19. Unauthorized persons entering the pool area will be considered trespassers. Trespassers and vandals will be subject to criminal and civil prosecution to the full extent of the law.
20. Security cameras are in use across the property to ensure the safety of members and protection of the HVSC facility.

G. SLIDE AND DIVING RULES

1. Only one person may be on the slide, ladder, or diving board at a time.
2. Diving is prohibited until the previous diver has cleared the area below the board and reached the ladder.
3. Diving is permitted off the front end of the board only.

4. Swimmers who have not passed the swim test may not use the diving board or large slide.

H. CHILDREN

1. Members 10 to 12 years old may attend the pool unaccompanied by a parent or a designated supervisor until 6:00 p.m., provided they have passed a prescribed swim test as defined by the pool manager. The child's name and information must be up to date on the family's membership profile and the child must properly check in and be a member in good standing. If a parent wishes to deny a child entrance to the pool, a statement to that effect must be submitted to the pool office.
2. Members under 10 years of age, and those members 10 through 12 who have not qualified as swimmers, and all members 12 years of age and under attending the pool after 6:00 p.m., must be accompanied at the pool by a parent or designated supervisor. The designation of a supervisor must be made by a parent of the child being supervised and the supervisor must be 15 years of age or older.
3. All children who have not qualified as swimmers and are wearing wristbands **must** be under the direct supervision and within "arms-reach" of a parent or designated supervisor at all times that the child is within the HVSC facility, including the deck, restrooms, grounds, and parking lot, as well as the pool. Parents are also encouraged to closely supervise weaker swimmers, even if they have passed the swim test,
4. To prevent over-fatigue, a minimum 15-minute rest period, to start every hour on the 45 hour for children under 16 years of age, will be observed in the main pool. The pool manager has the authority to vary the length of this rest period and/or to provide additional rest periods.
5. Children over the age of 6 will not be allowed in the wading pool.

I. PARKING

1. Park in marked parking spaces only. Overflow parking is available across the street at Hunt Valley Elementary School. **NO PARKING** in front of the Swim Club on the HVSC side of Sydenstricker Road, as Fairfax County regulations stipulate that there can be no parking in the approach and departure areas of a bus stop.
2. Be attentive while crossing the road between the Swim Club and the Elementary School. Traffic has the right of way.
3. Maximum speed limit is 10 miles per hour. Pedestrians and bicyclists always have the right of way.
4. Bicyclists must use the area provided for parking bicycles.
5. Children shall not be summoned by blowing car horns.

6. The parking lot is intended for the parking of members and pool staff vehicles and only during the use of club facilities.

J. GUESTS

1. Authorized guests are those who, after having been initially registered at the gate by a club member prior to utilizing any club facility and having paid appropriate "Guest Charges" are escorted and supervised by a club member at all times while utilizing club facilities. (Guests 12 years of age or younger must be accompanied at all times by a club member 13 years of age or older.)
2. Guests are subject to the same rules and regulations as club members, and since club members assume full responsibility for any guest, any infraction of the HVSC Rules and Regulations by a guest could result in the responsible club member being penalized.
3. Guest charge is set at \$5 per guest, and can be obtained on the website by credit card or at the entry gate with cash. Guest fees are non-refundable.
4. Guest privileges may be temporarily restricted at certain times to preclude overcrowding of the facilities. Notice of such restriction will be posted at the gate.

H. PAVILION RENTALS

1. Rental of pavilion for parties and events is first come, first served. Reservations and payments can be made on the website. Look for "Pavilion Rental" under "Members Links" to review the calendar and reserve a session.
2. Guest fees are required for any party guest that is not a member of HVSC.
3. Members are expected to clean up the pavilion area before vacating the area. Clean up must be complete before the end of the session rental.

I. GRILL

1. See the pool manager and provide an ID to secure the use of the grill. ID will be returned once the grill area is cleaned and tools returned.

J. FOOD DELIVERY

1. Food delivery is allowed. Members must meet the food delivery in the parking lot, and must have the means to be notified of the delivery. Life Guards will not meet delivery person, announce the delivery, nor allow a food delivery inside.

K. TENNIS

1. Only Club members and their guests may use the tennis facility. Members must accompany their guests.

2. Each season, a new entry code will be set for the tennis facility. A tennis waiver must be signed and submitted on the website to receive the passcode.
3. Unauthorized persons entering the tennis court area will be considered trespassers. Trespassers and vandals will be subject to criminal and civil prosecution.
4. Use of the tennis facility is limited to proper tennis use; no skateboarding in-line skating, bicycling or other activity other than tennis is permitted.
6. Members must lock the entrance to the tennis courts and turn off lights when leaving the courts.
7. No eating, smoking or alcoholic beverages are permitted on the tennis courts.
8. Pushing, wrestling, and horseplay are not allowed in the tennis facility or adjacent areas.
9. Members must clean up after themselves. All trash shall be placed in proper containers.
10. All injuries occurring on the premises must immediately be reported to the pool manager or the Board.