

# **Rancho Santa Teresa Swim & Racquet Club**

286 Sorrento Way, San Jose, CA 95119

Phone (408) 227-5758 \* Fax (408) 225-6325



## **RULES AND REGULATIONS**

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The Rancho Santa Teresa Swim & Racquet Club is operated as a non-profit organization to offer the greatest enjoyment in both social and recreational activities for its members and their registered guests. Observance of rules and regulations by all is required to assure that all members and guests may enjoy the club as intended. It is the responsibility of members to be familiar with these rules and comply with them.

The Activities Supervisor, Office Coordinator, Facility/Pool Manager, Senior Lifeguards, Staff Supervisor, and Board of Directors shall be in complete charge of all Club facilities, and shall have full authority to enforce these rules and expel or exclude any person(s) violating them. They shall also have authority to take any and all steps which in their opinion are necessary or proper for the health and safety of persons using the Club facilities.

These Rules and Regulations are compiled to help you enjoy your Club, to serve as a guide for your protection, and to provide for the maintenance of your Club's facilities. The Board shall review them at least annually and amend them as needed. A revised copy shall be posted and issued to each member upon request.

**EACH MEMBER SHOULD BE FAMILIAR WITH THE FOLLOWING INFORMATION**

### **PAYMENT OF DUES**

1. The payment of Club dues is a legally binding obligation associated with each piece of property within the Club boundaries. Each homeowner IS a member and MUST pay dues.
2. Members' dues shall be payable in advance as defined in the Bylaws of Rancho Santa Teresa Swim and Racquet Club ARTICLE VI, SECTION 2. Quarterly installments can be made on the first day of January, April, July, and October. If all four quarters are paid at one time by the January due date, the member will receive 12 free guest passes.
3. Dues, fines, assessments, etc., become delinquent if not paid within fifteen (15) days after they are due.
4. A ten dollar (\$10.00) late fee will be assessed for each quarter that there is an outstanding delinquent balance. The Club Office Coordinator will notify such member of their delinquency.

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5. If not paid within fifteen (15) days of becoming delinquent (30 days after due date), delinquent member shall be suspended from Club privileges until the delinquency has been paid in full.
6. When the delinquent amount exceeds the annual dues specified in the Bylaws of Rancho Santa Teresa Swim and Racquet Club ARTICLE VI, SECTION 2, a notice of intent to send to collection agency (10-Day Notice) may be sent out to the delinquent member. The delinquent account will be turned over to a collection agency if acceptable arrangements to pay amount due have not been made within ten (10) days of mailing the 10-Day Notice.
7. The collection agency will then send a Notice of Intent to File Lien letter to the delinquent member.
8. A lien will be filed against the property by the collection agency in the name of Rancho Santa Teresa Swim & Racquet Club if acceptable arrangements to pay amount due have not been made within ten (10) days of mailing the Notice of Intent to File Lien letter.
9. Collection fees and legal procedures will be instituted for collection of the debt and are the responsibility of the debtor.

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## **Opening hours**

1. The **Club opening hours** are from 8am to 10pm. During this time the tennis court, Back Pool, Wading Pool and SPA is available for use to all members.
2. The **Main pool opening hours** vary depending on the season. The current main pool opening hours will be posted in front of the pool entrance. Only during the main pool opening hours lifeguards are on duty. During the 2018 season, the pool opens at 12:00 pm and closes at 7:00 pm until June 11<sup>th</sup>, the hours change to 12:30-7:30 pm. The main pool closes the last weekend in September.
3. The **Morning swim hours** are from 5am to 7am. During this time the main pool is open for lap swim. No lifeguards will be on duty during this time.

## **GENERAL FACILITIES RULES**

1. Although membership in the Club is obligatory, the use of the Club facilities is a privilege contingent upon compliance with these Rules and Regulations. The staff will attempt to correct minor violations with a friendly reminder, but they may eject a member for the rest of the day if they feel it is necessary. For serious or willful violations, the staff member will refer the violation to the Board. The By-Laws permit the Board to suspend the privileges of a Club member for up to 90 days for each violation of these Rules & Regulations. There is a zero-tolerance policy for infractions related to illegal use of substances and actions which endanger life or property. Maximum suspension will result for each violation.
2. In the 2006 summer season the Club implemented a new method for identifying and admitting members. In order to be admitted into the Club, each member and any dependent of the owner living in the residence, must give their address and be verified as a Club member by the photo on file.
3. Members may bring guests to the Club. They must register their guest(s) at the Club office and pay a \$3 fee per guest. (Guest fees will be waived for infants under the age of one year old.) Grandchildren of owners have the privilege to use the facility without charge if they are accompanied by a grandparent.
4. Any animals (with the exception of service or emotional support animals with proper documentation) are prohibited on the premises.
5. Courtesy, politeness, and good sportsmanship will be expected at all times. There shall be no shouting, boisterous conduct, loud or profane language, profane music, profane images, or any other practice which may annoy other Club members or interfere with their enjoyment of the Club facilities.
6. Any activities, language, music, and images at the Club must be suitable for all ages.
7. Anyone using the Club shall comply with all governmental laws.

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8. No weapons or illegal drugs will be allowed on the Club premises at any time.
9. Under no circumstances will persons under 21 years of age be served or allowed to consume any alcoholic beverage on any part of the Club properties at any time.
10. No petition or subscription papers shall be circulated on the Club premises nor shall solicitation of funds for any purpose be made. Only the Club or its agent may offer goods or services for sale.
11. Any Club property broken, lost, or damaged by a member or guest must be replaced or paid for by the member.
12. No glass containers, either bottles or glasses, will be allowed on the pool deck or in the pool.
13. All refuse must be deposited in disposal cans provided.
14. No person is allowed on the premises outside the Club opening hours. The only exceptions are for the morning lap swim hours and other special events or a special Club function. Violation of this rule will result in suspension of Club privileges for up to 90 days for each infraction.
15. Any child entering the premises and which has not completed the 6<sup>th</sup> grade of school must be accompanied by an adult or responsible teenager at all times and must be under their permanent supervision.
16. Parents will be responsible for their child and their actions at all times while the child is on the club premises.
17. Members or guests may not reprimand any Club employee. Members may report inappropriate conduct by an employee to the staff supervisor or any member of the Board of Directors.
18. As a result of any rule violation, the Staff Supervisor, Facility Manager, Activity Coordinator, Lifeguard, Office Manager, or Board Member are authorized to suspend any members or guest Club privileges for remainder of the day.
19. Smoking is not permitted inside the Club gated area, at pool entrance, or on lawns. Smoking is ONLY permitted outside the Club Hall main entrance on Sorrento Way or on the city sidewalks. Smoking is defined as the exhalation of any tobacco, nicotine, marijuana product, including but not limited to cigarettes, pipes, cigars, electronic cigarettes, electronic vaping devices (EPV) or electronics nicotine delivery systems (ENDS). Please dispose any cigarette butts properly.
20. Barbecues will be allowed only in designated areas.
21. Frisbees are not allowed on the pool deck or in the pool.
22. The use of radios and portable music players is only allowed with a headset.
23. Lifeguards have authority to impose restrictions on items in the pool.

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24. If you are renting out your home and if you are assigning to the Renters your club privileges, an Assignment and Assumption form must be completely filled out and on file in the Club office. It is the owner's responsibility to inform the assignee(s) of the Club Rules and Regulations. The owner is ultimately responsible for the renter's actions.
25. No running on the pool deck or walkways.
26. No bikes, rollerblades, scooters, or skateboards are allowed beyond the bike rack, except during the Independence Day parade sponsored by the Club.
27. Horseplay, hitting, pushing and shoving will not be tolerated.
28. Checking sporting goods out of the office requires the individual to leave something of value at the office until the equipment is returned.
29. All fires, whether in the indoor fireplace or the outdoor fire pit, must have prior approval of a Board member.
30. No moving BBQ's, Picnic tables

## **TENNIS COURT RULES**

1. Tennis courts are to be used to play tennis. You must have a racket, tennis balls, and appropriate footwear to play.
2. Bicycles, tricycles, rollerblades, scooters, and skateboards are not permitted on the tennis courts.
3. Do not sit on or otherwise damage the nets.

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## **GENERAL POOL RULES**

**\*\*\* USE OF SWIMMING POOLS AND DIVING BOARD ARE AT YOUR OWN RISK \*\*\***

1. Children under the age of 14 shall not use the pools without parent or adult guardian in attendance or a lifeguard on duty.
2. All persons who are not toilet trained, or suffering incontinence are **REQUIRED** to wear swim diapers or waterproof pants when using any of the pools.
3. All persons, regardless of age, must wear proper swim attire in the pools at any time. Cut-offs or street shorts are not permitted.
4. Persons with colds, running noses, skin diseases or other communicable infections may not enter the pools or spa.
5. It is mandatory that any person must rinse off any sand or dirt before entering any pool.
6. Only water toys are allowed in pools.
7. Staff supervisor and lifeguards have authority to regulate use of floatable devices and any activity.
8. No suntan oil or lotion containers are permitted within five feet around the pools.
9. No food, drinks, chewing gum, or cigarettes are permitted in any of the pools or spa, or within five feet around any of the pools.
10. No tampering with underwater light fixtures, drains, or water inlets.
11. Diving is allowed only in the diving well.
12. No flips off the edge of the pool.
13. Rough play is not permitted in any of the pools. The prohibited activities include but are not limited to: chicken fights, hitting, slapping, pushing, shoving, shoulder rides, horseplay, repeated dunking, or slapping the water or people with foam noodles, and shoulder diving.
14. Water guns, squirt toys and water balloons are not permitted in or around the pools or spa.
15. No one is permitted in or hanging around the lifeguard towers except the lifeguard that is on duty.
16. No talking to lifeguards while they are on duty, except for an emergency.
17. No diving off the starting blocks except during swim team practice or swim meets.
18. Any pool can be closed for a special event or activity at the Board's discretion.

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19. During aqua aerobics the back pool and spa will be closed to free swim.

## **MAIN POOL RULES**

1. No one is allowed in main pool outside the main pool opening hours unless prior Board Approval.
2. Do not play, stand or pull on the safety rope that separates the main pool from the diving area.
3. One 10 minute lifeguard break will be enforced every hour. All swimmers under 14 without direct undistracted adult supervision must leave the pool during this time. (This is intended for lap swim.) The start of the lifeguard break will depend on the main pool opening hours. The lifeguard break will start one hour after the main pool opening and last 10 minutes.  
For example, if the main pool opens at 12:00PM, the lifeguard break will be from 1:00 PM to 1:10PM. If the main pool opens at 12:30PM the lifeguard break will start at 1:30PM and repeat each hour.
4. Any non-swimmer who is using the main pool must either wear a US Coast Guard approved flotation device (PFD) or have an adult in the water with them supervising them at all times.
5. Maximum 190 people are allowed in the Main Pool.
6. After morning lap swim is over, the pool cover must be installed. Fines may be levied.

## **DIVING AREA RULES**

1. When diving, be sure landing area is clear. Wait until the previous diver swims to the side wall and is completely out of the way before leaving the diving board.
2. Dive or jump forward only and not toward sides of the pool. No dangerous dives such as running dives, handstands, and backwards dives etc. Always be safe when diving.
3. Any non-swimmer who is using the Diving Area must either wear a US Coast Guard approved flotation device (PFD) or have an adult in the water with them supervising them at all times.
4. Swim directly to the side of the pool after jumping off the board.
5. Only one person on the board is allowed at a time.
6. Do not hang or swing on the board from below.
7. No diving while wearing fins, face mask, goggles, kick boards, inflatable floats, with the exception of Coast Guards approved floatation devices.
8. Diving and jumping from the wall are NOT permitted when someone is diving from the board. They are permitted only when no one is diving from the board.

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## **BACK POOL & SPA RULES - NO LIFEGUARD IN DUTY**

1. Children under the age of 14 shall not use the BACK Pool & SPA without direct non-distracted supervision of a parent or adult guardian.
2. No jumping or diving is permitted.
3. This area is intended to be a quiet and relaxing area. Please always show respect for all members.
4. Do not block the flow of jets into spa.
5. For health reasons, it is recommended that you do not stay in the spa longer than 10-20 minutes at a time.
6. Do not apply suntan oils, cocoa butter, baby oil, etc. before entering the spa.
7. Users must return covers to the back pool and/or spa after use.
8. Maximum 5 people are allowed in the SPA.
9. The maximum occupancy is 20 people are allowed in the Back Pool
10. To turn of the spa jets use the on/ off button. The SPA Emergency Shutoff button is to be used **ONLY in the event of an EMERGENCY** to completely shut down the spa. Please do NOT use it to turn off the spa jets at any other time.
11. Elderly persons, pregnant women, and those with health conditions requiring medical care should consult with a physician before entering the spa.
12. Hot water immersion while under the influence of alcohol, narcotics, drugs or medicines may lead to serious consequences is not recommended.
13. It is not recommended that you use the spa alone.
14. Absolutely no appliances near the spa that need to be plugged in.
15. Long exposure may result in nausea, dizziness or fainting.
16. **Children 5 years old and under** should not be allowed to use the hot tub/spa, even with adult supervision. Infants and young children are more susceptible to over-heating than adults and should not be exposed to the high temperatures of a spa.
17. Older children using hot tubs should not soak for longer than 5 to 10 minutes at a time. Long exposures to hot temperature can lead to dehydration, dizziness and nausea.
18. No young child should be allowed in a hot tub until they can stand on the bottom and have their head remain completely out of the water.

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## **WADING POOL RULES**

1. Always show respect for young children and non-swimmers who use the wading pool, make sure to give them priority.
2. For health reasons, please take young tots to the restrooms frequently.
3. Never take your eyes off of your children in the pool, even for a moment. If you are in a group, appoint a designated water watcher, taking turns with other adults.
4. Swim rings and "floaties" are allowed. Large inflatable devices, rafts, inner tubes are not permitted.
5. No running, jumping, rough play, or diving.

## **GUEST PRIVILEGES**

1. Members may have the privilege of bringing guests to the Club. Number of guests may be limited at certain times to prevent overcrowding. Large parties should coordinate their activities in advance with the Club Office to assure adequate lifeguard coverage for the event.
2. All guests must be registered at the Club office and must be accompanied by a member of the Club at all times.
3. A \$3 fee must be paid for each guest. (Guest fees will be waived for infants under the age of one year old and member's grandchildren).
4. Members renting the hall or lounge may also schedule a pool party for their guests. Regular guest fees apply.
5. Members shall familiarize their guests with all Club rules and regulations, and will be responsible for their conduct.
6. Guests leaving the Club premises and wishing to return during the same day must check out and back in with the Club office.

## **Pool Parties**

1. Any Pool party of 10 or more people must be registered in advance.
2. Location for pool parties can be reserved in advance.
3. Each pool party is limited to 50 people.
4. No more than 100 pool party guests for all combined parties during any given two-hour time slot are permitted.
5. No more than two tables and six chairs may be used by each party. (Members may bring additional tables and chairs if needed.)

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## **USE OF CLUB FACILITIES FOR PRIVATE PARTIES AND/OR ORGANIZED GROUPS**

1. All requests for use of Club facilities by organizations and groups must be presented to and approved by the Board of Directors.
2. With prior Board approval, a member may use the Club facilities without charge for a non-profit organization and/or community services where leaders/instructors donate time and no admission is charged. They will be allowed to use Club facilities free of charge, they must clean up properly after each use.
3. Use of the Club facilities pursuant to Rule #2 above shall not interfere with the use of the Club by members and may be limited by the Board of Directors.
4. With prior Board approval, the Club facilities may be available for school swim parties under the sponsorship of at least one (1) adult member of the Club with the following stipulations:
  - a. All club rules and regulations shall apply
  - b. A reduced guest fee of \$2.00 per guest shall apply for all non-members.
  - c. The member must pay a cleaning fee and staffing fee.
  - d. One (1) lifeguard is required for every 25-30 children. (Lifeguards must be on the RSTS&RC staff.)
5. Members may rent the Clubhouse. Inquire at Club Office for rates and rules.

## **CLUBHOUSE RULES**

1. No swimsuits permitted inside the Clubhouse; shoes and shirts must be worn.
2. Food and beverages are not allowed indoors except during special functions.
3. Toys and games belonging to the Club are not to be removed from the Club premises.
4. If a fire in the fireplace, or outside fire pit is desired, contact the Facility Manager or a Board Member for permission. The person receiving permission is responsible for a safe fire.
5. Those renting the Lounge and Hall who wish for their guests to swim must pay a \$3.00 guest fee and book a pool party if you have over 10 swimmers for those who are not members and are using the pools.