

## YMCA POLICIES & PROCEDURES

Our YMCA maintains policies and procedures to ensure the safety, welfare, and positive experience of all members, guests, and staff. Please review each section below.

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### MEMBERSHIP CANCELLATION POLICY

Members may cancel their membership at any time. To cancel, members must contact our facility by phone and notify a staff member of their request.

Upon cancellation, the membership will remain active through the end of the current paid billing period. Members may continue to use the facility for the remainder of the month already paid for, regardless of the date the cancellation request is submitted. No additional charges will occur after the current billing cycle ends.

### CODE OF CONDUCT

Help us uphold the YMCA core values of **respect, honesty, responsibility, and caring**.

- Members and guests under age 14 must be accompanied by an adult (18+).
- Follow all posted rules in each facility or program area.
- Maintain a family-friendly environment—profanity, inappropriate comments, or disruptive behavior will not be tolerated.
- Drinks are allowed only in spill-proof, non-breakable containers.
- Wear modest and appropriate attire. (no revealing clothing)
- Shoes are required in all areas except locker rooms or certain classes (e.g., yoga). Closed-toe shoes are required in weight rooms, and when using equipment.
- Ages 14 and younger must be accompanied by an adult in locker rooms and changing areas.
- Refrain from cell phone conversations in program areas. **Cell phone use is prohibited in locker rooms.**
- For safety, the YMCA regularly checks sexual offender registries. Individuals listed are **not eligible** for membership, program participation, volunteering, or employment.

- Day use equipment, towels and lockers provided at service desk may be temporarily available with collateral. (e.g. Keys)
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## TRAINER POLICY

All trainers and instructors must be employed by the YMCA or obtain prior approval to conduct training or lessons on-site.

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## YOUTH FACILITY USE

- Youth ages **12–13** may use cardio and weight equipment after completing new member orientation **with a parent/guardian**, who must remain with them during their workout.
  - Youth **under 14** must be directly supervised by a parent/guardian (18+) at all times while using the facility.
  - Teens **14–18** may use cardio and weight equipment without supervision after completing new member orientation. Guardians are welcome to assist as needed.
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## LOCKER USE & RENTAL

Lockers are available for daily use. Rental options are available at the Service Desk.

### Locker Rental Fees:

- Small: \$4/month
- Medium: \$6/month
- Large: \$10/month

The YMCA is not responsible for lost or stolen items. Please secure all valuables in a locker. Lost and found items are kept when possible—check at the Service Desk for missing belongings.

Clean towels can be provided at service desk in return for temporary collateral.

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## TOBACCO, DRUG & ALCOHOL-FREE CAMPUS

The YMCA is an alcohol- and tobacco-free environment. No alcohol, smoking, vaping, dipping, or use of any tobacco or vapor products is permitted in our buildings, parking lots, or grounds.

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## **SCHEDULE CHANGES, CLOSURES & INCLEMENT WEATHER**

### **Program Schedule Changes**

Programs may be canceled due to low enrollment, attendance, holidays or weather. Please keep your contact information up to date to receive notifications.

### **Facility Closures & Weather Alerts**

In cases of inclement weather or emergencies, updates will be sent via email, social media, and posted in our facilities.

### **Holiday Hours**

To allow staff and members time with loved ones, the YMCA and Early Learning Center observe adjusted hours on certain holidays.

#### **Main facilities are closed on:**

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Eve
- Christmas Day

**New Year's Eve:** Close at 12 PM.

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## **GUEST PASS PROCEDURES**

Current YMCA members may bring **one guest per year**. Guests must complete a registration form and show a valid ID at each visit.