



**16050 127<sup>th</sup> St.  
Lemont, Illinois 60439  
(630) 257-6787**

# Membership Handbook

**A Facility of the Lemont Park District**

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## ***Welcome to The CORE! The CORE Policies and General Information***

***This CORE Policy Manual does not constitute a contract in any manner whatsoever. In the event that any policy or procedure contained herein that is in conflict with an existing Policy or Procedure of the Lemont Park District Policy Manual, the terms of the Policy Manual shall control. The policies and procedures contained herein are subject to change at the sole discretion of the Lemont Park District Board of Park Commissioners.***

### ***The CORE Amenities:***

- **70,000 square-foot Fitness and Aquatic Complex**
- **State-of-the-art Fitness Center and Weight Area with over 100 pieces of the most innovative equipment.**
- **Six-lane, 25-yard fitness/lap pool**
- **Three dance/aerobics studios with wood floors**
- **One Spinning Room**
- **A field house with three full-size courts and three-lane, 1/10<sup>th</sup> mile suspended running/walking track**
- **Childcare room**
- **Two Party rooms for small group celebrations**
- **One multi-purpose meeting room**
- **General locker rooms and family locker room**
- **Towel Service**

### ***Locker Rooms:***

**The CORE has general locker rooms and a family locker room. Each participant needs to furnish his/her own lock when using the locker room. Before leaving the facility, please empty your locker and remove your lock; clothes and personal belongings cannot be left overnight. Locks are cut off lockers at the end of each day with the contents being removed and placed in the lost & found. The CORE suggests you not leave any valuable property in a locker at any time. The CORE is not responsible for lost and/or stolen property or damage to your property.**

*The CORE Hours of Operation:*

**Please Check the Service Desk or Fitness Desk for an Updated Schedule for Current Hours of Operation for The CORE, Open Gym, Pool Schedule, and Fitness Class schedule.**

*Facility Hours: \*Hours Subject to Change*

**Mon–Fri: 5:00 am to 10:00 pm  
Saturday: 7:00 am to 8:00pm  
Sunday: 7:00 am to 8:00 pm**

*Summer Hours at The CORE  
(check website for exact dates)*

**Mon–Thurs: 5:00 am to 10:00 pm  
Friday: 5:00 am to 8:00 pm  
Saturday: 7:00 am to 6:00pm  
Sunday: 7:00 am to 6:00pm**

*Holiday Closings and Adjusted Hours (Adjusted Hours of Operation will be posted)*

**The CORE will observe the following holidays:**

**New Year’s Day: (Adjusted Hours)  
Easter: Closed  
Memorial Day: (Adjusted Hours)  
4<sup>th</sup> of July: (Adjusted Hours)  
Labor Day: (Adjusted Hours)  
Thanksgiving: (Adjusted Hours)**

**Day After Thanksgiving (Adjusted Hours)  
Christmas Eve: (Adjusted Hours)  
Christmas Day: Closed  
New Year’s Eve: (Adjusted Hours)**

*CORE Pricing:*

**CORE Membership Rates; Open Gym and Swim Membership Pricing and CORE Daily fees are all available at The CORE Service Desk or Centennial Community Center. Pricing is also available at [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org). Prices are subject to change.**

*Enrollment Fees:*

**An enrollment fee may be required when registering for a membership at The CORE and is not refundable. This is a one-time fee as long as your membership does not lapse or is cancelled. Your enrollment fee includes a CORE T-Shirt, two Guest passes, ½ hour Personal Training Session and Fitness Assessment. If you cancel your membership for any reason, you may be required to pay a new enrollment fee when rejoining.**

*Memberships:*

**All annual pre-paid memberships for the duration of 1 (one) year in duration or longer are entitled to be reviewed for early cancellation under certain circumstances. Cancellations before the twelve-month term is up will be honored for the following reasons only:**

- **Relocation of greater than 25 (twenty-five) miles one way with documentation**
- **Medical reason with a physician's note**
- **Active Military Duty**
- **Seasonal Traveler: Memberships may be frozen up to four months at one time per year. Proof must be shown that alternative residential status has been established or that the patron is on vacation of more than twenty-five (25) miles one way for an extended period of time.**

**To request a cancellation, members must complete the appropriate form and provide proper documentation. All requests will be reviewed and the member will be notified. Forms can be obtained at the Customer Service Desk.**

**The EFT (Electronic Fund Transfer) and ACH (Automated Clearing House) payment option is an ongoing (month-to-month) Membership that will continue until the member gives notice. Memberships may not be paid for with Visa gift cards or the like unless paying for a year in full. Membership Cancellations are processed on the last day of the month and any payments processed for that month will not be refunded. Membership Benefits will continue through the end of the month in which the member has cancelled. Please complete a cancellation form to submit your cancellation request.**

**The month-to-month Membership can be cancelled at any time.**

*Membership Guidelines:*

- **Resident (RES) fees and rates require an individual, couple or family to have their bona fide and principal residence within the Lemont Park District boundaries or in conjunction with the existing Intergovernmental Agreement with School District 113A. Persons unable to provide proof of residency will be required to pay the Non-Resident (NR) rate.**
- **Non-Resident (NR) fees and rates are charged at a higher rate than residents. "Out-of-state" memberships are subject to approval.**
- **Membership pricing is based on adult, student, senior or youth ages for persons residing in the same household. Proof of age must be shown at the time of enrollment to receive the correct membership pricing. Valid proof would be a utility bill, driver's license and/or state issued I.D.**
- **An adult is defined as a person 18 (eighteen) years of age or older.**
- **A youth is defined as a person 6 (six) years of age or older but less than 18 (eighteen) years of age or a "Student" person between 14 (fourteen) and 23 (twenty three) years of age showing proof of current enrollment as a full-time student.**
- **A child is defined as a person 5 (five) years of age or under. Children are free. (Does not include Childcare).**
- **A senior is defined as a person 60 (sixty) years of age or older.**
- **A 70 Plus Senior is defined as a person 70 (seventy) years of age or older.**

- **Persons less than 11 (eleven) years of age may not use the Fitness Center. Persons, ages 11 (eleven) through 13 (thirteen), may use the Health/Fitness Center as a Jr. Member but must provide proof of age and review and initial The CORE rules and regulations. Jr. Members must also be under the direct supervision of an adult member who is 18 years or older and from the same household. Persons, ages 14 (fourteen) through 17 (seventeen), may use the Health/Fitness Center but must provide proof of age and review and initial The CORE rules and regulations. The new fourteen to seventeen year old member must also sign Member “Virtual” Orientation Contract. A parent or legal guardian must also initial and sign the “Virtual” Orientation Contract.**
- **Youths 10 (ten) years old and under must be accompanied by a parent or guardian 16 (sixteen) years of age or older at all times when using the aquatic center.**
- **We reserve the right to request proof of age for registration and admittance into the Fitness Center in the form of Birth Certificate, State ID or Driver’s License.**
- **Passes are not transferable.**
- **All promotional memberships are subject to the terms and conditions of that specific promotion. Please read promotion documentation clearly to familiarize yourself with the specific terms and conditions.**
- **Discounted Corporate Membership Rates are available. Please contact our Director of Sales and Marketing for additional information at (630) 257-6787 X 3012.**

*Membership I.D. Cards:*

**The CORE issues a photo Membership I.D. card to each member. You may not let anyone else use your card. Use of your card by anyone other than yourself, will result in your card being confiscated and your membership revoked.**

**Lost or stolen cards will be replaced for a \$5.00 fee.**

*Resident and Non-Resident ID Cards:*

**All residents and non-residents whom are not CORE Members visiting The CORE are required to show a State issued ID card at the Service Desk and register for a Resident or Non-Resident ID Card prior to using the facility.**

*Membership Policies and Rules:*

**The CORE designed the Membership Policies and Procedures to insure a safe and enjoyable environment in which to exercise and recreate. Please be thoughtful and observe the Policies and Procedures as you, and all members, agreed to follow. The Lemont Park District Board of Commissioners, in its sole discretion, has the right to modify the Policies and Procedures without notice at any time. All changes will be posted. All members will be responsible and required to know and follow the most current Policies and Procedures. Memberships may not be paid for with Visa gift**



**cards or the like unless paying for a year in full. Out-of-state memberships are subject to management approval.**

*Facility Conduct Policy:*

**To help make this a pleasant and safe recreation environment, this Membership Handbook is to be considered the entire Facility Conduct Policy. The CORE staff asks that you refrain from using loud, abusive, offensive, insulting, demeaning language, profanity, lewd conduct or any conduct that harasses or is bothersome to members, patrons, or employees. The CORE asks that you adhere to the following:**

- **Please refrain from loitering.**
- **Supervise all children under the age of ten (10) while in the facility.**
- **Refrain from using foul language.**
- **Show respect to all participants and staff.**
- **Show good citizenship by respecting equipment, supplies and the facility.**
- **Be responsible by exercising self-control at all times.**
- **Please refrain from causing bodily harm to other participants and staff.**
- **Please refrain from the use, possession of or being under the influence of drugs or alcohol while using the facility.**

*Violation of Rules:*

**In the unlikely event a member or guest does not conform to the Facility Conduct Policy, The CORE staff may take the following corrective action.**

- **Verbal Warnings:** Verbal warnings will be given for actions. More than one verbal warning may be given depending on severity of action.
- **Daily Suspensions:** The member, participant or guest will be notified by Full Time Management or the Manager on Duty and written documentation will be provided.
- **Written Warnings:** A meeting will be arranged with the parent and/or member, participant or guest and written documentation will be provided. Documentation is to be signed and returned to Full Time Management.
- **Membership Suspension:** The member will be suspended from the facility for up to one week. The suspension will be in effect the first day following the offense. A meeting will be arranged with the parent and/or member and written documentation will be provided. Documentation is to be signed and returned to Full Time Management. When determining the timeframes of suspension, staff should consider the severity of the actions, any past behavior issues with the individual and willingness to improve their inappropriate behavior.
- **Membership Termination:** Depending on the situation and the severity of the offense, the member may be permanently dismissed from the facility following any offense. A meeting will be arranged with the parent and/or member and



**written documentation will be provided. Documentation is to be signed and returned to Full Time Management.**

*Personal Photography/Videography:*

**Personal photography/videography is allowed at Park District events and programs unless noted otherwise. We ask that our patrons use good judgement in taking photographs or video to only include those in your immediate family. In the event the photography is bothersome or intrusive to those around you, you will be asked to refrain from taking further pictures. Note: personal hand-held electronic devices are not allowed to be used in locker rooms or restrooms.**

*Appeals:*

**Members, participants and guests may present an appeal if not in agreement with the actions taken. The member, participant or guest shall within 3 days of the action taken, request to meet with the Director of Recreation. Minors under the age of 18 will be required to attend the meeting with their parent or guardian. In most cases, the problem can and should be resolved with a frank and open discussion. The Director of Recreation may gather additional information through discussions with staff or other involved individuals. The Director of Recreation shall render a decision of the appeal within 2 days after the appeal meeting is held.**

**If satisfactory resolution is not reached, the participant, member or guest may present the appeal to the Deputy Director or Executive Director within 4 days of the meeting with the Director of Recreation. The Deputy Director or Executive Director will investigate the matter and discuss the situation with the appropriate District employees and Director of Recreation. The Deputy Director or Executive Director will meet with the member, participant or guest and parent/guardian (required for minors under the age of 18). Every attempt will be made to resolve the concern with a frank and open discussion. The course of action may be amended which may involve a written course of action for compliance of written and defined conditions that may require monitoring and follow up. Written meeting notes will be kept on all appeal meetings. The Executive Director shall render a final decision of the appeal within 2 days after the appeal meeting is held.**

*Attire:*

**The Lemont Park District requires appropriate athletic attire to be worn at all times. The standard includes: shirt/sport top, shorts/sport pants and clean athletic shoes. Shirt and shoes are required at all times when walking through the building. The Lemont Park District and its employees reserve the right to determine appropriate athletic attire.**

**All roller skate style shoes and spikes/cleats are strictly prohibited.**

*Check-In:*

**All Members and Guests must check in at the Customer Service Desk and present your photo Membership I.D. card each time you use the facility. If a member forgets his/her ID Card, the member must see the next available Customer Service Representative to assist them.**

**Daily Fitness Center access or daily swim access/gym access members must have a valid I.D. card and must register with a Customer Service Representative.**

**All Members and Guests if using the Fitness Center must also check in at the Fitness Desk. A valid Membership ID or Receipt must be presented to the Fitness staff for admittance to the Fitness Center.**

**If a member loses their card more than two times they will need to purchase a new Membership ID Card for \$5.00.**

*Guest Privileges:*

**Two guest passes will automatically be given to each member who purchases a CORE or CORE Fit membership. Members are responsible for their guests and their actions. Guests are responsible for all rules and regulations of The CORE. To redeem a guest visit, the member or guest must inform The CORE Customer Service Desk staff that they are bringing a guest or are a guest when he/she checks in. The guest will be required to complete a brief check-in form, sign a waiver and show a valid driver's license, state issued ID or a school ID.**

*Renewal Policies:*

**Pre-Paid annual memberships will be sent a renewal notice in the mail about thirty (30) days prior to their renewal date. To complete the renewal process, the member must complete the renewal form which is available at the Customer Service Desk.**

**EFT (Electronic Fund Transfer) and ACH (Automated Clearing House) memberships are on-going and are automatically renewed. The monthly deduction will be adjusted if there is a change in fees.**

*Upgrades/Downgrades:*

**Upgrades/Downgrades for annual paid memberships will be processed within 30 days of approval. If you have paid your membership annually, the fee difference must be collected at the time of the membership upgrade. If membership has been downgraded, a refund will be issued.**

**If you are using our EFT (Electronic Fund Transfer) and/or ACH (Automated Clearing House) payment plan, your membership upgrade/downgrade will take effect on the first of the month after we have received your request.**

**No upgrades, downgrades or cancellations will be processed if there are any outstanding unpaid fees on the membership. (Example: NSF (Non-Sufficient Funds) or returned EFT (Electronic Fund Transfer) payments, etc.)**

*Membership Suspension:*

**The CORE will only suspend your membership if you are in good standing with all Membership fees paid and current on your monthly EFT (Electronic Fund Transfer) or ACH (Automated Clearing House) fees and you qualify as follows:**

**Medical Disability:** You must provide The CORE with verification from your physician stating your medical disability will prevent you from using the facility. The member must present this documentation within 15 (fifteen) days of the start of the medical disability.

**Active Military Duty:** You must provide The CORE with a copy of your transfer or deployment orders. There is no minimum or maximum for active duty military suspensions.

**Seasonal Traveler:** Memberships may be suspended up to 4 months at one time per year. Proof must be shown that alternative residential status has been established or that the patron is on vacation of more than 25 (twenty five) miles one way for an extended period of time.

**All requests must be in writing. The CORE will not allow the extension of any membership that does not comply with the foregoing policy.**

*Personal Fitness Assessment:*

**A free fitness assessment is included with every new membership purchased for the Fitness Center; however, it is elective. Certified Personal Trainers will perform to members, 18 (eighteen) years and older, a fitness assessment which includes body fat analysis, flexibility, strength test and a heart rate test. Follow up assessments are available to CORE members at a cost of \$25 (\$35 for non-members) by calling a representative at (630) 257-6787 X 3020.**

*Personal Training:*

**The CORE offers professional certified personal trainers or instructors for a fee to members who would like to utilize this service. All personal trainers must be contracted through the CORE and the Lemont Park District. NO third party non-affiliated trainers are permitted to train patrons at The CORE. Violation of this policy will result in suspension/cancellation of your membership.**

**We understand that starting or continuing an exercise routine can be difficult. Many people feel intimidated or confused and some need that extra incentive to motivate them to reach their fitness goals. That's why we offer an extensive Personal Training Program at The CORE. Your personalized program begins with a free consultation with a professionally certified personal trainer/instructor as part of your enrollment**

fee. The personal trainer/instructor will ask questions to determine your goals and understand your health history. Next, a comprehensive fitness evaluation serves as a guideline for your current fitness status and provides information to recommend a personalized program that will best help you meet your goals. No independent trainers/instructors are permitted to train patrons at The CORE. All personal trainers/instructors must be contracted through the CORE and the Lemont Park District. Violation of this policy will result in suspension/cancellation of your membership.

Each professionally certified Personal Trainer offers packages and individual session. Information on all of our personal trainers or instructors can be found on our website at [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org) or an informational brochure with contact information can be picked up at the Customer Service Desk or the Fitness Desk. Additional information by phone can be obtained by calling (630) 257-6787 X 3020. To make an appointment for your free consultation, call the Fitness Center at (630) 257-6787 X3020. Only trainers contracted with the Lemont Park District are allowed to offer services at The CORE. All personal trainers/instructors are professionally certified and apply the gold standards of American College of Sports Medicine. Non-members may work with The CORE trainers, with the applicable daily fee paid in addition.

*Benefits of Personal Training:*

- **Improve your cardiovascular health**
- **Improve physical performance**
- **Achieve weight management goals**
- **Improve balance and posture**
- **Stress Management**
- **Sport Specific Training (golf, tennis, track, football, cycling, marathons, bodybuilding, etc.)**

*3<sup>rd</sup> Party Independent Instruction and Personal Trainers:*

The CORE offers instructors/personal trainers for a fee to Members or patrons who would like to utilize this service. All private instructors/personal trainers must be contracted through The CORE and the Lemont Park District. NO third party non-affiliated private instructors/personal trainers are permitted to train patrons at The CORE. This includes private lessons given by third parties of any kind given in any location at The CORE (example: pool, gym, fitness center.) Violation of this policy will result in suspension/cancellation of your membership.

*Benefits of District-Affiliated Training Programs (Private/Semi-Private or Group):*

- **One-on-one individual attention or small group instruction**
- **Improve individual skills outside of a large group environment**
- **Improve physical performance**
- **Personalized development**
- **Improve balance and posture**

- **Sport-specific training available including but not limited to: basketball, volleyball, pickleball, swimming, soccer, football, tennis, track, cycling, running, etc.**

*Fitness Center:*

The CORE encompasses a 6,750 square foot Fitness Center comprised of five individual components: free weights, cardiovascular, resistance equipment, abs and a stretching area. The Fitness Center accommodates all levels of ability with user-friendly accessible equipment and friendly knowledgeable staff. All Fitness members are encouraged to take advantage of their complimentary, Fitness Assessment and 30 minute Personal Training Session by CORE Certified Personal Trainers.

*Fitness Center Rules:*

- 1. A valid membership ID or receipt must be presented to the fitness staff for admittance to the Fitness Center.**
- 2. Minimum age requirement is 11 (eleven) years with copy of Birth Certificate or State issued ID and parental signature (17 years and under) with membership. Jr. Members (ages 11-13) must be under the direct supervision of an adult member, age 18 years or older and from the same household.**
- 3. Clean athletic shoes must be worn.**
- 4. Members and guests must wear appropriate workout attire. Socks and clean athletic shoes are required. Shirts must be worn at all times. Open-toed or open-backed shoes, boots, sandals or casual shoes are not allowed.**
- 5. Please be courteous and use weight room etiquette. Please do not “rest” on workout equipment. Allow others to “work in”. If others are waiting for equipment, please limit time on equipment to 30 minutes total.**
- 6. Except for water bottles, food and drinks are not allowed in the Fitness Center.**
- 7. Talking on Cell phones is prohibited on cardiovascular equipment. As a courtesy to other members, please step out to the hallway or lobby area to use your cell phone.**
- 8. Spitting on the floor or in the drinking fountains is not permitted.**
- 9. Weights belts are not permitted on pads.**
- 10. The Park District reserves the right to ask any person to leave the facility who is engaged in fighting, foul or obscene language, antagonistic behavior or related actions and can result in expulsion from the facility.**
- 11. Cleaning wipes are provided for your convenience to clean the equipment after use.**
- 12. Chalk is not permitted.**
- 13. Dropping of dumbbells or weights is not permitted.**
- 14. Please re-rack all dumbbells and plates on the appropriate racks when finished with them.**

- 15.** Gym bags and coats and personal belongings are recommended to be secured in a locker. Participants are required to supply their own lock for the lockers. Please lock all property securely in the facility. The Lemont Park District and The CORE are not responsible for lost or stolen property.
- 16.** Please return towels in the appropriate bins located in the facility.

*Group Fitness:*

Three deluxe workout Studios sit inside The CORE. Yoga, sculpting, step, Zumba, Kickboxing, Pilates—you can find it all at The CORE! There are a variety of over 60 (sixty) classes offered weekly for most of the year. During the summer months over 30 (thirty) classes are offered weekly.

Information on Group Exercise Classes including Class Descriptions and Schedules located at on our website at [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org) or an informational flyer with class descriptions can be picked up at the Service Desk or the Fitness Desk.

Patrons can purchase Punch Cards good towards Group X Fitness Classes, Aqua Aerobics and Yoga Specialty Classes.

Fees are as follows:

**Unlimited Group Exercise – Available to CORE-Fit Members ONLY**

You may add unlimited group exercise classes onto your CORE membership for an additional fee per month – see website for prices. Specialty fitness classes are offered for an additional fee and are not included in the unlimited pass option.

**Punch Cards**

A 12 - hour punch card can be purchased for \$74 for resident, \$110 non-resident  
A 24 - hour punch card can be purchased for \$148 for resident, \$220 non-resident

**Daily Drop-in Rate**

For those who would not like to commit to the punch card or a membership, there is a daily walk-in fee that includes group exercise classes. Please visit website for fee information.

*Childcare Hours:*

**Monday- Friday\***

**8:00 a.m.-1:30 p.m.**

**5:00 p.m. – 8:30 p.m.**

*\*The above hours are subject to change*

**Saturday\***

**8:00 a.m.- 12:00 p.m.**

*Childcare Fees:*

**Unlimited Childcare – Available to CORE and CORE-Fit Members ONLY**

\$12.00 per month/per child for resident members, \$18.00 per month/per child for non-resident members. Prices are in addition to your membership fees. (2 hours maximum per visit)

- Members who have an Unlimited Childcare Option on their membership, must scan-in and get a receipt at the front desk and then sign your child in at the Childcare center and present the receipt to the childcare attendant.

**Daily Drop-in Rate**

Residents - \$3.25 per hour per child

Non Residents - \$4.25 per hour per child

(2 hour maximum per visit)

- Members who wish to pay cash must pre-pay at the Service Desk and submit the receipt to childcare attendant. Member will sign child in at childcare center. If a member uses more service time than what was originally purchased, they will be asked to return to the desk and pay for the extra time.

**Childcare Punch Card**

A 10 - hour punch card can be purchased for \$25.00 for resident, \$35.00 non-resident

A 20 - hour punch card can be purchased for \$45.00 for resident, \$65.00 non-resident

- Members who have a Childcare punch card, must scan-in and get a receipt at the front desk and then sign your child in at the Childcare center and present the receipt to the Childcare attendant.

*Childcare Information:*

1. **Childcare is available at The CORE while a parent and/or guardians is working out at The CORE.**
2. **Availability is limited to a first come, first serve basis at 1-to-10 ratio of staff to participants. The maximum number of children in childcare is 20. Once the maximum is met, childcare will be a one out, one in procedure.**
3. **Parents must completely fill out the Childcare attendance information form each time including the location or program/activity they will be participating in while their child participates in Childcare.**
4. **Members must not leave the Park District Centennial Park Campus. If parents plan on leaving the facility they must carry a cell phone and leave that cell phone number each time with the Childcare Attendants to contact in-case of an emergency, soiled diaper or disruptive behavior. When contacted, parents must report to the childcare room within 5 minutes.**
5. **Soiled diapers and clothes will not be changed; parent will be contacted immediately and asked to come to the Childcare Center to change soiled diapers or clothes.**
6. **Acceptable age range for Childcare 6 months (with a walker or infant chair, provided by parent), to 12 years.**



7. If your child is sick, please do not bring him/her into the Childcare center. Also, if a child has a runny nose, cough, sore throat or fever, the Childcare Staff has the right to deny childcare for the health and safety of the other children and members.
8. Lockers are available outside the Childcare center for hats, coats etc. Participants are required to supply their own lock for the lockers. Please lock all property securely in the facility. The Lemont Park District and The CORE are not responsible for lost or stolen property. There are also small complimentary wallet lockers in the Fitness Center and Gymnasium.
9. Children are allowed to bring a nut-free snack and/or drink from home, please properly label it with child's name. Please check our approved snack list for options.
10. Snack will be allowed in designated table area only. Childcare is a peanut-free zone.
11. All children are expected to help pick up toys before they leave.
12. If a child has behavioral issue while in childcare the parent will be notified during their activity and asked to remove the child from childcare. Disruptive behavior or violence including biting, hitting, punching, pushing or shoving is not allowed and will be reported to the parents. For the safety of all participants and staff, the District will follow its behavior guidelines which could include up to suspension and or termination of childcare privileges for an extended period of time.
13. Only one family is allowed in Childcare lobby at a time.
14. Parent must show picture ID each time they pick up their child.

#### *Unsupervised Children:*

Children of any age **MUST** conduct themselves in an appropriate manner at The CORE. Children under the age of 10 (ten) years old must be directly supervised by a Parent or Guardian 16 (sixteen) years or older. The CORE staff will not assume responsibility of an unsupervised child.

#### *Open Gym:*

The CORE features a 21,000 square foot field house designed to accommodate three basketball courts, three volleyball courts, and two batting cages. CORE and CORE Fit members will receive free admission to all scheduled Open Gym sessions held at The CORE. CORE and CORE-Fit members will need to present their membership card for free access. All other users will be charged a daily fee. All members and guests must register or check in and sign a waiver at the Service Desk and get a wristband. Gym shoes are required. You can bring your own basketball and/or you may check out a basketball with and ID card from the Service Desk at The CORE.

CORE and CORE-Fit Members will be able to utilize gym space during CORE open hours anytime the CORE is open, unless posted otherwise. Gym may be closed due to special events or programs authorized by the Lemont Park District staff. Open Gym Schedules are for Open Gym and Swim Pass Holders and Daily Fee admissions.

#### *Open Gym Daily Fee and CORE Open Gym and Swim Membership Pricing:*

Please visit [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org) for current pricing.

*Gym Attire:*

**Any one participating in Open Gym must wear proper gym attire including but not limited to; a shirt, athletic shorts, and clean athletic shoes.**

*Open Gym Rules:*

- 1. Children ages 10 (ten) and under must be accompanied by a parent or guardian 16 (sixteen) years of age or older.**
- 2. Fighting, foul or obscene language, antagonistic behavior and related actions may result in expulsion from the facility.**
- 3. Slam dunking and/or hanging on the rim or net is not permissible.**
- 4. Proper attire and footwear must be worn at all times.**
- 5. Shirts must be worn at all times.**
- 6. No food is allowed in the field house. Only water or sports drinks in plastic bottles are permitted.**
- 7. Spitting on the floor or in the drinking fountains is not permitted.**
- 8. Full-court games play to 11 with the winner remaining on the court for only 2 additional games. All 3-pointers are worth 2 points, all others are worth 1 point.**
- 9. Sharing courts as well as basket hoops is a must. The CORE staff reserve the right to split all full court games to half court games when deemed necessary.**
- 10. The CORE staff is in charge of enforcing these rules for your safety and enjoyment at the facility. In all cases of dispute or player misconduct, staff ruling is final.**
- 11. A limited number of basket balls are available for use by participants. An ID is required to check out basketballs.**
- 12. The Lemont Park District is not responsible for any injuries incurred during activities.**
- 13. All patrons attending Open Gym are required to wear a wristband at all times. Failure to comply may result in being asked to leave the premises.**

*Gym Procedures:*

- The gymnasium will be available for open play at designated times.**
- Open gym will require a daily admission fee (payable at the Service Desk) or by pass admission.**
- CORE and CORE-Fit members will not be charged a daily fee.**
- Open Gym and Swim passes are available to children age 6 (six) years through High School.**
- Participants 10 (ten) years old and under must be supervised by a parent or guardian 16 (sixteen) years or older.**

*Gym and Pool Schedules:*

Gym and pool schedules are available at the Service Desk, Fitness Desk, posted online at [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org) and are posted in the building. Schedules are subject to change without notice.

*The CORE Pool:*

The Pool includes a six-lane, twenty-five-meter fitness/lap swimming pool. Swim classes, the swim team, aqua aerobics and other aquatic programs are offered for a program fee.

The fitness/lap pool is a six lane, twenty-five meter lap pool ranging from 4 to 6 1/2 feet in depth. This pool will be available for lap swim, swim lessons, rentals, water fitness, swim team, diving and scuba classes and birthday parties.

*Hours of Operation:*

A complete schedule showing public “OPEN” swim, lap swim, water fitness, swim lessons and pool rental hours will be published weekly and made available online at [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org) or available at the Service Desk. Schedules are subject to change without notice.

The Lemont Park District will try to have one lane open and available for CORE/CORE-Fit Members during operating hours. Please understand there are some programs that require the full use of the pool in which the pool will be closed to all Members. Please visit [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org) for current facility hours.

*Pool Daily Fees:*

Daily fees are all available at The CORE Service Desk or Centennial Community Center. Pricing is also available at [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org). Prices are subject to change.

*Pool Patron Regulations:*

**POOL RULES (CENTENNIAL POOL & CORE FITNESS & AQUATIC COMPLEX)**

1. Lifeguards are on duty to enforce rules and respond to emergencies. Please do not distract them.
2. Guests and members entering the facility must provide a current season pass, membership ID or pay the daily admissions fee. Guests paying a daily admissions fee must provide proof of residency (state issued photo ID) or pay the non-resident fee.

3. **Children ten & under must be accompanied by a responsible individual 16 (sixteen) years of age or older. Never leave small children unsupervised in or near water. Never swim alone.**
4. **Only U.S. Coast Guard approved Type 3 floatation devices are permitted. Parent/Guardian must actively supervise children using life vests and/or children with limited swimming abilities and remain within one arm's length reach.**
5. **Children who are not toilet trained must wear swim diapers with tight fitting plastic pants.**
6. **All guests are encouraged to shower with soap before entering the pool.**
7. **Approved swimwear only. Street clothes are prohibited.**
8. **Plain white t-shirts over approved swimwear are allowed.**
9. **Running, diving in unauthorized areas, rough play and/or similar behavior is strictly prohibited.**
10. **Flotation devices, toys, snorkels, fins and masks are not allowed unless part of an organized class/special event.**
11. **Please leave all valuables at home. The Lemont Park District is not responsible for lost or stolen items.**
12. **The use of electronic devices is not permitted in the locker rooms.**
13. **Personal photography/videography is allowed. Please use good judgement to include only immediate family or you will be asked to refrain from taking further pictures.**
14. **No flash photography allowed at swim meets.**
15. **Outside coolers are not permitted. For your convenience, items are available for purchase at our concessions stand. Purchased food items must remain in the concessions area and are not permitted on deck. Plastic water bottles with sports caps are permitted on the deck area. No glass containers allowed.**
16. **The use, possession of or being under the influence of drugs or alcohol will result in immediate ejection from the facility. The proper authorities will be notified.**
17. **Management may enforce other rules as they may apply to ensure the safety of our guests.**
18. **The Park District reserves the right to remove persons presenting a risk to any patron for any reason that may endanger the health or safety of any other patron.**

*Diving Board Rules: (Centennial Outdoor Pool Only)*

1. **Exercise caution and follow the direction of lifeguards.**
2. **Do not move fulcrum.**
3. **One person on the board at a time, one bounce per turn.**
4. **Make sure diving area is clear of swimmers before diving.**
5. **No flips, inward dives, handstands or cartwheels permitted.**
6. **Jump/dive straight off the end of the board, not to the side.**
7. **Swim to the nearest designated ladder after using the diving board.**
8. **No swimming under the diving boards or in the diving area.**
9. **Non-swimmers are not permitted.**

- 10. Diver assumes all risks of injury due to misuse of the diving board or failure to follow rules.**

*Waterslide Rules: (Centennial Outdoor Pool Only)*

- 1. Riders must enter the slide in a sitting position and wait for instructions from the lifeguard.**
- 2. Riders must be at least 48” tall and have the ability to swim to the nearest exit.**
- 3. Maximum weight is 300 pounds.**
- 4. All riders must ride feet first while lying on their back with arms crossed across their chest. Do not go down the slide head first.**
- 5. One guest permitted on the slide at a time. Absolutely no trains or chains of riders permitted.**
- 6. No tubes, mats or life jackets permitted on the waterslide.**
- 7. The line should form on the deck with one rider on each landing and one rider in the starter tub. Wait until the landing area is clear before entering.**
- 8. No diving from the slide.**
- 9. Leave the plunge pool promptly after entering.**
- 10. Riders must be in good health. Those suffering from heart disease, high blood pressure, persons using prescription medication, pregnant women, or individuals with other health concerns should consult their physicians before using the water slides.**
- 11. Non-swimmers are not permitted.**
- 12. Rider assumes all risk of injury due to misuse of this slide or failure to follow rules.**

*Lap Swim Rules: (CORE Fitness & Aquatic Complex)*

- 1. Must be 14 (fourteen) years of age or older.**
- 2. Swim on the right side of the center lane.**
- 3. Please swim in a counter clockwise pattern.**
- 4. When entering a lane, give the current swimmer the right of way.**
- 5. When passing another swimmer pass to the swimmer’s left, down the middle of the lane at full speed. Once you have finished passing, swim to the right of the lane.**
- 6. When resting, move to the outside corner to allow others swimmers to pass easily.**
- 7. Do not hang on lane lines.**
- 8. If you use kick boards or pull buoys, please put them away when exiting the pool.**

*Reasons for Pool Closure - We reserve the right to close our pool for the following reasons:*

- 1. If there is lightening spotted and/or thunder heard the outdoor pool will remain closed for a minimum of 30 minutes from the time it was last spotted**

- or heard the outdoor pool will close. If a thunderstorm watch/warning or tornado watch/warning has been issued for the area AND lightning is spotted or thunder is heard, the indoor pool will be closed for a minimum of 30 minutes from the time the lightening was spotted or thunder heard.
2. Fecal incidents may cause pool closure for up to 24 hours.
  3. Mechanical issues or any other unforeseen instances.
  4. Temperature below 69 degrees.
  5. Low attendance (10 or less).

*Aquatic Facilities Supervision Policy:*

Children 10 (ten) years of age and under are not permitted in Lemont Park District aquatics facilities unless accompanied by a parent or guardian at least 16 (sixteen) years or older. While in the facilities, parents and guardians are responsible for supervising children 10 (ten) and under at all times. Lifeguards are on duty to enforce rules and respond to emergencies. The Lemont Park District greatly appreciates all of our patron's assistance in following this very important child supervision and safety policy. Individuals who do not supervise their children in accordance with this policy will be asked to leave the facilities.

*Gym and Pool Schedules:*

Gym and pool schedules are available at the Service Desk, Fitness Desk, posted online at [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org) and are posted in the building. Schedules are subject to change without notice.

*Lap Swim and Water Aerobics:*

The CORE will try to have one lane open and available for CORE/CORE-Fit Members during operating hours. Please understand there are some programs that require the full use of the pool in which the pool will be closed to all Members.

Daily fees are available for lap swim. Please stop at the Service Desk for more information or visit [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org).

Punch cards will be available for purchase for water aerobics. Please see page 16 for punch card fee pricing.

*The CORE Track:*

The track is suspended around the perimeter of our gym and consists of a three-lane, one-tenth mile track. The track features a rubberized, non-slip surface that helps cushion impact on your joints while providing the optimal environment for your workout.

*Track Procedures:*

***I.D. Cards*** - All resident and non-resident track users will be required to show a State issued ID card at the Service Desk and register for a Resident or Non-Resident ID Card prior to using the track. All CORE/CORE-Fit Members will be able to use the track at no additional cost but still must check in at the Service Desk.

***Resident Fee*** - All Residents of Lemont Park District will be able to use the track at no charge. You will need to demonstrate residency by presenting your driver's license or State issued ID to use the track free of charge. You will then be issued a Resident ID Card. Persons who cannot prove residency will be charged the Non- Resident Rate.

***Non-Resident Fee*** - Daily track use for Non-Residents is available for \$3.00 per day. Persons who cannot prove residency will be charged the Non Resident Rate and also register for a Non-Resident ID card by showing pictured ID. We also offer an annual walking pass for our non-residents. Please visit the Service Desk for more information.

***Waiver*** - All Daily Admissions must sign in and complete a waiver to use the track.

*Track Check In:*

The check-in point for the track will be at the Customer Service Desk. All Residents, Non-Residents, and Members who wish to use the track will be required to show proof of residency or their Member ID card at their first visit and register for a Resident or Non-Resident ID card. Each visit the guest must show the ID card and swipe in at check-in point.

**NO CHILDREN UNDER EIGHT ARE PERMITTED TO USE THE TRACK!**

**CHILDREN BETWEEN AGES 8-14 (EIGHT-FOURTEEN) MUST BE ACCOMPANIED BY A PARENT AT ALL TIMES!**

*Track Rules and Information:*

- 1. Minimum age to use track unaccompanied is 14 years during general hours. Children 8 to 13 years old may use track under direct supervision of parent or guardian.**
- 2. Lemont Residents between the ages of 11-13 years of age are permitted to use the track independently Monday – Friday, 3 – 6 p.m. WITH PROPER PAPERWORK COMPLETED. See Service Desk for more details.**
- 3. All non-CORE Members under the age of 14 must be accompanied and directly supervised by an adult.**
- 4. Spectators are strictly forbidden on the track.**
- 5. For safety reasons please do not stop on the track. If you need to rest, please do so in the corners of the track.**
- 6. Walk / Jog only in the directed posted on the track.**
- 7. Walkers should use the inner most lanes, runners the outermost lanes.**



- 8. Walk/Run no more than two abreast (side by side) and please yield to faster walkers and runners when being passed.**
- 9. Strollers, carriages, roller blades or any other equipment are not allowed on the track.**
- 10. Proper, clean footwear and attire is required. Please make sure shoes are free of debris.**
- 11. Absolutely NO SPITTING allowed on the track.**
- 12. No food is allowed on the track.**
- 13. Please use caution when entering and exiting the track area.**
- 14. Please store all belongings, towels, etc. off the track area. There is space in the corners and a coat rack available to hang items. Small personal wallet lockers are also available for use outside the track. We are not responsible for loss, theft or damage to personal property.**
- 15. Absolutely no throwing of anything or spitting over the track railing to the courts below.**
- 16. Ten laps around the track equals one mile.**

*Lemont Park District General Information:*

*Safety First:*

**Please act in a safe and responsible manner at all times while using The CORE. Follow all rules and regulations, wear safety gear where recommended, keep an eye out for potential problems and cooperate with staff at all times. Thank you!**

*Annual Medical Examination:*

**The Lemont Park District strongly recommends an annual physical examination for all members and especially for those over 35 (thirty five) years of age.**

*Medical/Hospital Insurance:*

**The Lemont Park District and The CORE do not provide accident insurance for its members and other program participants. Each person participates at his/her own risk and agrees to hold the Lemont Park District and The CORE harmless for any injury incurred.**

*Food and Beverage:*

**Food and beverage can be purchased at The CORE from vending machines. Food and beverage are not allowed in the following areas: Gymnasium, Track, Studio Rooms, Pool Deck and Fitness Center. All food should be eaten in the designated areas. The only exception is contained plastic water bottles. Patrons needing food accommodations for groups can contact the Facilities Manager at (630) 257-6787.**

*Electronic Devices:*

**Hand Held Electronic Devices are strictly prohibited in all Rest Rooms and Locker Rooms. If you notice this rule is being violated please notify the nearest Customer Service Representative and we will address the situation. Hand Held Electronic Devices include Cell Phones, MP3 Players, Camcorders, and computer type devices including Ipad touches and Tablets.**

**Members are welcome to play radios and auxiliary music devices i.e.: Ipod, Muse, etc. as long as headphones are used.**

*Paging:*

**The CORE will not page program participants in the building except for an emergency. Persons expecting a message by phone may check at the Customer Service Desk for messages.**

*Accident/Emergency Reporting:*

**Please report accidents/emergencies to the Service Desk and/or any program staff member. First aid kits are located throughout the facility. The CORE staff is trained in CPR/AED Operations. If emergency assistance is needed, please contact the Customer Service Desk or the Fitness Desk.**

*Smoking:*

**Smoking is prohibited on all Lemont Park District property. This includes tobacco products, medical marijuana and e-cigarettes.**

*Fire and Emergency Procedures:*

**Periodically, the Lemont Park District practices emergency responses and procedures including but not limited to tornado drills, fire alarms and evacuations. If an emergency procedure is sounded while you are in The CORE, you must follow all instructions given by staff. All exits are clearly marked and shelter areas are posted in each room. Please familiarize yourself with their locations. Your cooperation in these drills is appreciated.**

*Lost and Found:*

**Lockers are available outside the Childcare center and in the Locker Rooms for hats, coats, personal belongings, etc. Participants are required to supply their own lock for the lockers. Please lock all property securely in the facility. The Lemont Park District and The CORE are not responsible for lost or stolen property.**

**Lost and found services are located at Customer Service Desk. All clothing items can be collected at the Customer Service Desk while all lost valuables will be held in a locked safe at The CORE. If you find equipment or personal items, please turn them in to staff at the Customer Service Desk. Items will be held for 30 days.**

*Private Gym or Pool Parties:*

**The gym or pool will be available to rent for private parties or for group use. Rent these spaces for one time only or for the entire season. Some restrictions will apply. For more information on gym rentals and pool rentals, contact the Facilities Manager at (630) 257-6787.**

*Birthday Party Packages:*

**The LPD has a variety of birthday packages available so why not let us take care of your party needs! You can choose from themed, sports, arts and crafts, and games. We'll provide the Party Attendant/Instructor, decorations, the food and the facility. Age restrictions and number of guest vary by party package. Special cancellation policies apply. For more information on party packages and fees, please contact the Customer Service Desk at (630) 257-6787 for additional information.**

*Banquets/Meeting Rooms:*

**Why not plan your next party or business meeting at The CORE or Centennial Community Center! The CORE and Centennial Community Center have a variety of rooms from which to choose to host your meetings or parties. Meeting, conference, and program rooms are available for ten to 100 people. This versatile space is ideal for showers, graduations, banquets or business meetings. For more information or rental rates, please contact the Facilities Manager at (630) 257-6787.**

*Racquetball Reservation Procedures: (Racquetball at Centennial Community Center)*

- **Reservations will be taken for members with current Racquetball I.D. Card Number or a CORE Membership Number up to seven days in advance.**
- **Non-Members can reserve the courts up to two hours in advance.**
- **Reservations will only be taken during normal operating hours of the facility.**
- **Daily walk-in availability is on a first come, first serve basis.**
- **Courts must be cancelled 24 hours in advance or you will be charged for the court time.**

*Court Rules:*

- **Street shoes are not permitted. Clean shoes with non-marking soles must be worn.**

- Eye protection is recommended.
- Courts will not be held for a person who has not checked in prior to reservation time.
- If your arrival is prior to your scheduled court time, court lights will not be turned on until your scheduled court time.
- If your arrival is after your scheduled court time and the court has not been taken by another individual, you may play; however, it will be only for that hour and will not be extended to your late arrival.

*General Class Registration Information:*

The Lemont Park District offers a variety of athletic, educational, and special interest classes and programs for all ages and they are open to Residents and Non-Resident\*  
*\*Please note: Non-Residents are required to pay higher fees. Proof of Residency is required to receive the Resident rate.*

*How to Register for a Class:*

Registration for classes can be taken by online registration at [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org), mail or at the Customer Service Desks located at The CORE and Centennial Community Center. If you are registering by mail, your payment options would be a check or credit card and again, please sign the waiver. If you are registering online you will be required to pay by credit card through a secure service and must accept that you have read, understand and agree to the waiver for each transaction.

You will be contacted in writing or by phone regarding your registration in the following cases:

- The class you have requested has reached its registration limit and you were placed on the waiting list.
- We need your permission to process your second choice.
- Your registration form is incomplete.
- Your class is being cancelled due to insufficient registration.
- Your class has been modified (i.e., change of location, time, etc.)

If you do not receive a call, your registration has been processed and you should attend class.

Registration Deadlines are necessary in order to allow the staff ample preparation time. Please note your class deadlines and register early to avoid disappointments.

The Lemont Park District reserves the right to cancel, postpone or combine classes for any reason found to be necessary by the staff. If insufficient enrollment causes an activity to be cancelled, participants will receive a FULL REFUND. Refunds are processed the second week of every month. Refunds will be processed in the same fashion of receipt of payment. Example: Pay by credit card, refund to credit card.

**No refunds or transfers will be made after a program has started, except in the case of the participant's illness, supported by written documentation from the family physician.**

**A \$4.00 per participant service charge will be assessed for each activity the participant cancels prior to the start of a program.**

*Customer Satisfaction – Our Top Priority:*

**The Lemont Park District is dedicated to providing high quality, creative programs to all of our guests. If for any reason you are not fully satisfied with the program in which you are currently participating, please call us immediately at (630) 257-6787.**

*Lemont Park Foundation Helping Hand Program:*

**No family should be denied access to a park-funded program or event (excluding contractual obligations). The Lemont Park Foundation, working with The Lemont Park District, will provide a Helping Hand Award to a needy individual or family whom are Lemont residents that are approved through the program. Applications are confidential and the recipient parent or guardian is strongly encouraged to volunteer their time at a park district or community event. Information on Helping Hand Award Program can be obtained by contacting the Manager of Education Services & Community Liaison at (630) 257-6787, X 3001 or via our website at [www.lemontparkdistrict.org](http://www.lemontparkdistrict.org)**

*NSF Checks:*

**A minimum \$25.00 fee will be charged on all returned NSF checks.**

*Volunteering:*

**Volunteers make valuable contributions to The CORE. If you have a few hours a week, you can make an important difference in the lives of people in our community. . If you are interested, we would love to hear from you. Just give us a call or ask for details at the Customer Service Desk.**

*Gift Certificates:*

**Gift Certificates would be a great birthday or Christmas gift! Lemont Park District Gift Certificates can be used for any program, membership, punch pass, merchandise or service excluding concession stands. Gift Certificates are available for purchase at The CORE Service Desk in a variety of denominations. Please remember that all gift certificate purchases are final sales. There are NO REFUNDS on Gift Certificates and NO CASH equivalent will be given. Gift Certificates expire one year from the date of purchase.**