

Ketchikan Gateway Borough

Parks and Recreation Department

Gateway Recreation Center

Full Facility Use and Guidelines

Mission Statement

The Ketchikan Gateway Borough Parks & Recreation Department's mission is to provide accessible recreational & fitness opportunities for the greater Ketchikan community.

We are committed to enhancing:

- The quality of life for all members of our diverse population
- The economic well-being of the Borough
- Partnerships with other organizations

Purpose

This handbook provides general guidance for the safe, respectful, and enjoyable use of the Recreation Center. As a family-friendly facility, these guidelines promote a welcoming environment, support the safety and well-being of visitors and staff, protect facility property, and communicate shared expectations. Visitors are encouraged to review and follow these guidelines to help maintain a positive experience for all. Policies and procedures may be updated or modified as needed.

These policies apply to all visitors, participants, and guests of the Gateway Recreation Center and Aquatic Center. Facility staff are authorized to enforce these rules to ensure the safety, enjoyment, and proper use of the facility for all patrons.

Americans With Disabilities Act (ADA)

The Ketchikan Gateway Borough Parks & Recreation Department fully supports the Americans with Disabilities Act (ADA) and will take necessary action to comply with its provisions. The Department does not discriminate on the basis of disability in the provision of services, programs, or activities.

Individuals requiring accommodations under the ADA should notify the Parks & Recreation Department at the time of registration or contact the department using the information provided at the end of this handbook. Reasonable accommodations will be provided to enable participation in programs and activities.

The Ketchikan Gateway Borough Parks & Recreation Department does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability in its programs, services, or activities.

Discipline

If any rules or policies are violated, staff may restrict the responsible individual from the premises for a period appropriate to the severity of the violation and the person's prior record. Decisions regarding restrictions may be appealed to the Borough Manager using the designated form within 15 days.

For questions, concerns, or to report facility issues, please contact the Recreation Center:

- Address: 601 Schoenbar Rd Ketchikan, AK 99901
- Phone: 907-228-6650
- Fax: 907-247-3394
- Email: parksandrec@kgbak.us

General Facility Rules

1. **Attire:** Patrons must wear appropriate attire at all times. Clothing with inappropriate language, offensive graphics, or slang is not permitted. Visitors may be asked to change, cover, or turn the item inside out. Certain areas may have additional attire requirements.
2. **Charging Stations:** Charging tables are for personal device charging only. Keep food and beverages away. Patrons must bring their own cords/adapters. Charging devices outside the building is not permitted. The facility is not responsible for lost, damaged, or unattended devices.
3. **Check-In / Payment Verification:** All patrons must check in at the front desk before participating in any activity. Certain activities or equipment may require a wristband, proof of payment, authorization, or a temporary item deposit (collateral). See the front desk for a list of activities and fees.
4. **Children:** Parents/guardians are responsible for supervising children. Staff may intervene if a child requires assistance or becomes disruptive. Children left unattended must be capable of safely supervising themselves.
5. **Common Areas:** Running, roughhousing, ball play (including bouncing, kicking, or throwing balls), and excessive noise are not permitted in lobby, hallways, and restrooms.
6. **Compliance and Courtesy:** Visitors must follow staff directions and treat staff and others with respect. Harassment or refusal to comply may result in removal.
7. **Entry and Exit:** Visitors must use the designated front entrance. Exit doors are for emergencies only.
8. **Equipment in Restrooms:** Sports and recreation equipment (including but not limited to basketballs, ping-pong balls, air hockey pucks, paddles, and similar items) is not permitted in restrooms or locker room restrooms due to hygiene and sanitation concerns.
9. **Facility Phone:** For staff use only, emergencies only.
10. **Facility Use:** Proper use of all areas and furnishings is expected. Misuse may result in loss of privileges.
11. **Food and Beverages:** Permitted only in designated areas. See area-specific handbook sections.
12. **Food Deliveries:** Front desk is not responsible for holding deliveries. Drivers must notify staff, and recipients must meet the driver.
13. **Health Advisory:** Patrons are encouraged to consult a physician before beginning any exercise program and to use equipment at their own risk.
14. **Ice Machine:** Staff use only for first aid, injuries, or facility purposes. Not for personal use.
15. **Lost and Found:** Items will be retained for a minimum of fifteen (15) days and up to thirty (30) days. Items may be donated or disposed of at the facility's discretion.
16. **Music:** Personal music should use headphones. Music played aloud must be family-friendly and at reasonable volume. Staff may require lowering/stopping music.
17. **Personal Belongings:** Visitors are responsible for their belongings. The facility is not liable for lost, stolen, or damaged items. Supervisors handle reports of missing property. Security footage is released only to law enforcement.
18. **Phone Use:** Phones - including photography, filming, calling, or recording are prohibited in locker rooms and restrooms. Elsewhere, use is allowed if it does not infringe on others' privacy. Staff may address violations.

Safety, Security & Prohibited Items

For the safety and security of all visitors, the following rules and restrictions apply throughout the facility:

1. **Compliance:** Violations of safety or security rules may result in immediate removal from the facility without refund and/or restriction from future use.
2. **Decorations / Candles:** Helium balloons, confetti, silly string, and similar items are prohibited. Standard birthday or decorative candles are permitted. Large, flame-intensive candles or sparklers are not allowed.
3. **Emergencies:** In case of fire, severe weather, or other emergencies, use the nearest exit and follow staff instructions. Do not use elevators during emergencies.
4. **Facility Security:** The facility is under video surveillance. Only supervisors have access to security footage. Staff may intervene in unsafe situations and restrict access to ensure safety.
5. **Glass Containers:** Glass containers are discouraged within the facility. Glass containers are strictly prohibited in exercise rooms, weight and cardio areas, the children's room, locker rooms, basketball courts, and the pool area.
6. **Hazardous Items / Behaviors:** Any items or behaviors that pose a risk to visitors, staff, or facility property are prohibited.
7. **Parking & Access:** Vehicles must be parked in designated spaces only. Fire lanes, sidewalks, and emergency access areas must remain clear at all times. Unauthorized vehicles may be towed at the owner's expense.
8. **Prohibited Conduct:** Foul language, racial slurs, harassment, fighting, or other disruptive behavior is strictly prohibited.
9. **Reporting:** Unsafe behavior, hazards, damage, or emergencies must be reported to staff immediately.
10. **Rule Familiarity:** All visitors are required to familiarize themselves with facility rules and policies prior to use and are expected to comply at all times.
11. **Substances:** Alcohol, tobacco, nicotine products (including smoking, vaping, and nicotine pouches), and illegal drugs are not permitted inside or on facility grounds. Individuals under the influence will be required to leave. Non-compliance may result in notification of law enforcement.

12. **Supervision & Accountability:** Visitors are responsible for their own safety and for the safety of any children or dependents under their care.
13. **Unsafe or Obstructive Items:** Skateboards, bikes, scooters, fishing poles, bats, and similar items are not permitted inside the facility. Temporary storage may be allowed at staff discretion.
14. **Vandalism / Theft:** Damage, theft, or misuse of facility property is strictly prohibited.
15. **Weapons:** Weapons, illegal substances, and other hazardous materials are strictly prohibited on all facility property, except when carried by authorized public safety personnel.

Locker Room

1. **Check-In Requirement:** All patrons must check in at the front desk before entering the locker rooms. Individuals not checked in must use designated public restrooms. Loitering or occupying changing areas without purpose is not permitted. Patrons must respect others' personal space and privacy.
2. **Day-Use Lockers:** Lockers are intended for day-use only. Facility staff reserve the right to remove any items left unattended or stored beyond the authorized time period.
3. **Food and Beverages:** Consumption of food is strictly prohibited.
4. **Hygiene & Cleanliness:** Patrons must maintain proper hygiene. Messy grooming activities, such as hair dyeing, are prohibited. Shaving is allowed if the area is cleaned afterward.
5. **Locker Rentals:** Long-term locker rentals may be available at the front desk, subject to availability. In compliance with Parks and Recreation requirements, at least fifty percent (50%) of lockers will remain available for day use.
6. **Personal Belongings:** The Recreation Center is not responsible for lost, stolen, or damaged items. Patrons should secure belongings in provided lockers. Day-use locks are available at the front desk in exchange for collateral.
7. **Photography:** The use of cell phones, cameras, or any recording devices in the locker rooms is strictly prohibited.

Air Hockey/Ping Pong/Foosball

1. **Eligibility to Play:** Both patrons must be checked in and have either paid, used a valid membership, or received proper authorization before play.
2. **Food & Drinks:** Keep all food and beverages off the tables and play areas.
3. **Proper Use:** Equipment must be used safely and appropriately at all times.
4. **Tables:** Horseplay, intentionally slamming equipment, or misuse that may damage tables or paddles is prohibited. Do not sit, lean, or go under the tables.
5. **Time Limits:** Only when others are waiting, staff may enforce time limits to ensure fair and equitable access.
6. **Check-Out Procedure:** Equipment must be checked out and returned to the front desk by the same individual.

Children's Room

1. **Age Guidelines:** Children ages 2–6 may use the room only with a parent or the attendant present during open hours. The attendant reserves the right to permit children outside this age range at their discretion.
2. **Allergy Notification:** Parents or guardians must inform the attendant of any known food allergies. The attendant does not monitor food sharing and is not responsible for allergic reactions.
3. **Behavior Oversight:** The attendant supervises children's behavior. Children who refuse to follow instructions - including hitting, leaving the room, screaming, or other disruptive behaviors, may be removed at the attendant's discretion.
4. **Compliance:** Parents, guardians, and children must follow the attendant's instructions and facility rules. Non-compliance may result in removal from the facility.
5. **Diaper Policy:** Children in diapers may be present only at the attendant's discretion. If a diaper change is needed, the attendant will notify the parent or guardian. Attendants do not perform diaper changes.
6. **Food and Drink:** No food or drinks are permitted on carpeted areas. Glass containers are prohibited.
7. **Health Requirements:** Children with a fever, contagious illness, or infectious disease may not attend the children's room.
8. **Parent/Guardian Conduct:** Any adult who disciplines a child in an abusive or disruptive manner will be asked to leave. Parenting methods are respected, but behavior that disrupts other children or staff is prohibited.
9. **Parent/Guardian Presence:** Parents or guardians leaving a child in the room must remain in the building at all times.
10. **Running:** Running in the children's room is strictly prohibited.
11. **Settling Period:** If a child does not settle within five minutes after a parent departs, the parent may be asked to return to help calm or remove the child.
12. **Sign-In/Sign-Out Requirement:** All children must be signed in and out by a parent, guardian, or responsible adult.
13. **Supervision Ratio:** The maximum ratio is 10 children to 1 supervising adult.
14. **Toys:** All toys must remain in the children's room.

Exercise Rooms (A Room, B Room)

1. **Doors:** Doors must remain locked except when opened by an authorized staff member or instructor. All doors must be secured immediately after each class or scheduled use.
1. **Equipment:** Equipment must be cleaned, if applicable, and returned to its designated location at the conclusion of each class.
2. **Food and Beverages:** Food is not permitted. Beverages, including water and sports drinks, are allowed only in sealed, non-breakable containers.
3. **Mats:** Mats are not available for general use and may only be used or moved with approval from a class instructor or staff member.
4. **Room Access:** Exercise rooms are reserved for scheduled classes, programs, or authorized rentals. Unsupervised public use is not permitted. One designated exercise room may be available for open use during posted hours, subject to facility scheduling.
5. **Speakers:** Facility-provided speakers and audio equipment are for instructors and staff only. Patrons may not use or move this equipment.

Fitness Rooms (ages 16+) (weight, cardio, exercise rooms)

1. **Age Requirements:** Access is limited to ages 16+. Individuals ages fourteen (14) to fifteen (15) may use the facility only after completing and passing the required fitness room orientation quiz or when accompanied by a parent or guardian. No one under fourteen (14) is permitted at any time.
2. **Attire:** Proper workout attire is required. Clothing with buttons, zippers, rivets, or other hardware that may damage equipment is prohibited (e.g., jeans, cargo pants). Patrons wearing such clothing may be asked to change or place a towel between clothing and equipment to prevent damage.
3. **Equipment Use:** All equipment must be used safely, appropriately, and with consideration for others. Patrons should follow proper gym etiquette, including sharing equipment and allowing others to work in between sets. Equipment moved from its original location must be returned immediately after use. Misuse may result in loss of privileges.
4. **Conduct:** Horseplay, roughhousing, or misuse of equipment is prohibited.
5. **Staff Assistance:** Staff are available to monitor safety but do not provide personal training or individualized fitness instruction unless part of a scheduled program.
6. **Equipment Condition:** Damaged or malfunctioning equipment must be reported to staff immediately and may not be used until cleared for use.
7. **Food and Beverages:** Food is strictly prohibited. Beverages are allowed only in sealed, non-breakable containers or closed bottles. Glass containers are not permitted. Food must be consumed outside the fitness rooms or in the lobby.
8. **Footwear:** Patrons are encouraged to wear clean, non-marking indoor shoes with fully covered soles at all times to promote safety and maintain facility standards. Outside shoes are discouraged.
9. **Occupancy & Safety:** Patrons must use the fitness rooms safely and responsibly. Staff may limit access or adjust usage to ensure safety and prevent overcrowding.
10. **Personal Belongings:** Backpacks, gym bags, and similar items should be stored in lockers and not placed on benches or window ledges. Locker use is strongly encouraged to maintain safety and prevent obstructions.
11. **Spotting / Safety Equipment:** Patrons are strongly encouraged to use spotters or safety equipment (clips, belts, closed-toe shoes, etc.) when lifting heavy weights.
12. **Wiping Down Equipment:** Patrons are encouraged to wipe down benches, machines, and equipment before and after each use.

Gymnasiums

1. **Basketball Hoops:** Contact of any kind with nets, rims, or backboards—including dunking, hanging, or grabbing is strictly prohibited.
2. **Bleachers:** Running, climbing, or going under the bleachers is strictly prohibited. Bleachers may be used only for seating as intended.
3. **Check-In:** All gymnasium users participating in drop-in basketball must obtain and wear a wristband issued by the front desk as proof of payment prior to entry. Spectators must remain in designated areas and may not interfere with play.
4. **Equipment Use:** Only indoor-approved basketballs are permitted. Recreation Center basketballs require collateral at the front desk prior to use and must be returned in good condition. Balls must be clean, used only for their intended purpose, and may not be kicked, thrown recklessly, or used in a manner that could cause injury or damage to facility property.
5. **Footwear:** Outside shoes are not permitted. Only clean, non-marking indoor shoes may be worn.
6. **No Food, Drink, or Gum:** Only water in sealed, non-breakable containers is permitted.
7. **Scheduling & Priority:** Scheduled programs, rentals, and special events take priority over open play. When one (1) gymnasium is reserved or rented, full-court basketball and other conflicting activities are not permitted. Staff may authorize alternative activities that fit safely within the available space and ensure safe play and equitable access for all patrons.

Track

1. **Access:** Track use requires a valid membership or paid admission, and all patrons must check in at the front desk before use. Fitness classes do not include track access unless specifically noted. The track is for active use only; spectating is not permitted.
2. **Clean Shoes Only:** Non-marking, indoor shoes are required. Outside or dirty footwear is not permitted.
3. **Courtesy & Safety:** Walk or run no more than two side by side. Keep to one lane when others are present. Patrons are prohibited from intentionally throwing any items on or off the track in a manner that could cause injury or damage.
4. **Direction of Travel:** Follow posted traffic flow: clockwise on Mon/Wed/Fri/Sun; counter-clockwise on Tue/Thu/Sat.
5. **Food and Beverages:** Consumption of food is strictly prohibited. Beverages, including water, sports drinks, and commercially packaged workout beverages, are permitted only in sealed, non-breakable containers.
6. **Lane Etiquette:**
 - Inside lanes = walking, strollers, slower pace.
 - Outside lanes = running, fast walking.
 - Always pass on the left and yield to faster users.
7. **Strollers:** Permitted only if wheels are wiped clean before use.
8. **Youth Policy:** Younger children must be directly supervised by an adult.

Roller Skating

- **Assumption of Risk:** Roller skating is a fast-moving, physically demanding activity. By participating, you assume the inherent risks of falls, collisions, and other injuries. The Recreation Center is not responsible for injuries sustained during skating. Participation is not recommended for individuals with pre-existing injuries, health conditions, or pregnancy.
- **Direction:** All skaters must follow the direction of travel indicated by staff.
- **Electronics:** Cell phones, iPods, MP3 players, cameras, or other electronic devices may not be used on the skating floor. Devices may be used while seated.
- **Fast/Unsafe Skating:** Fast, reckless, or unsafe skating—including tag, racing, horseplay, or other disruptive behaviors—is prohibited.
- **No Food, Drink, or Gum:** Water in sealed, non-breakable containers only.
- **Group Skating:** No more than three skaters may hold hands unless part of a staff-directed activity.
- **Footwear & Equipment:**
 - Socks must be worn with skates.
 - Outside shoes are not permitted on the skating floor.
 - Outside skates must be clean prior to use.
 - Roller blades are not permitted.
 - Knee pads, wrist guards, and elbow pads are strongly recommended.
 - Bandanas, scarves, or loose items that could fall onto the floor are not permitted.

Skating Etiquette:

- Do not stop on the floor while skating.
- Avoid cutting across the floor; plan ahead and exit safely.
- Remain aware of other skaters and obstacles at all times.
- Polite, respectful behavior is required. Profanity, obscene gestures, or inappropriate conduct is not permitted.

Safety & Supervision:

- Skaters may not carry or pick up children while on the floor.
- If you fall and are not injured, get up promptly to avoid collisions.

Racquetball Courts (ages 14+)

1. **Age Requirement:** Individuals ages fourteen (14) and older may use the courts independently and may supervise participants under age fourteen (14). Participants who do not follow court rules may be removed and have court privileges restricted.
2. **Courtesy:** Patrons must enter and exit courts promptly at the start and end of their reserved time.
3. **Equipment:** Racquets and balls must be used properly. Misuse may result in loss of privileges.
4. **Footwear:** Only clean, non-marking indoor shoes are permitted. Outside shoes are not allowed.
5. **No Food, Drink, or Gum:** Only water in sealed, non-breakable containers is permitted.
6. **Protective Eyewear:** Safety goggles are strongly recommended during play.
7. **Reservations:** Courts may be reserved in advance at the front desk. Reservations take priority over walk-in use.
8. **Staff Responsibility:** Facility staff are not responsible for court setup. Patrons must handle their own equipment and return it properly. Staff may enforce rules, limit play time, or remove individuals to maintain safety.

Activity Room

1. **Climbing Wall:** The climbing wall is intended for children ages 5–12, supervised by an adult at all times, wearing clean, closed-toe athletic shoes. No rough play, food, or drink is allowed. Feet must stay below the red line.
2. **Equipment:** Tables, chairs, and other equipment must be used appropriately and returned to their original placement unless otherwise directed by staff.
3. **Mats:** Mats are for class use only. They may be used or moved only with approval from a class instructor or staff.
4. **Supervision:** Children must be supervised by an adult at all times.
5. **Use:** The Activity Room is reserved exclusively for scheduled classes, programs, and approved rentals. For detailed guidelines and requirements, please refer to the Rental section.

Art Room

1. **Equipment:** Tables, chairs, and other equipment must be used appropriately and returned to their original placement unless otherwise directed by staff.
2. **Supervision:** Children must be supervised by an adult at all times.
3. **Use:** The Art Room is reserved for scheduled classes, programs, and rentals only. For detailed guidelines and requirements, please refer to the Rental section.

Concession Stand

1. **Use:** The Concession Stand is available for approved rentals only and must be reserved in advance. Use is limited to the agreed-upon rental time.
2. **Supervision:** A responsible adult (18+) must be present and oversee concession operations at all times.
3. **Food Handling:** Renters are responsible for complying with all applicable food safety guidelines and regulations. The facility does not provide food handler certification or oversight.
4. **Equipment:** All appliances, equipment, and supplies must be used properly and only for their intended purpose. Equipment may not be removed from the concession area. Any malfunction or damage must be reported to staff immediately.
5. **Storage:** Personal food, beverages, and supplies may not be left in facility refrigerators, freezers, or storage areas after the rental period unless previously authorized.

Rentals

1. **Additional Equipment & Storage:** Any requests for additional equipment, supplies, or access to facility storage (including refrigerators) must be made in advance. The facility provides only the room, tables, and chairs; however, staff may be able to accommodate special requests based on availability.
2. **Candles:** Standard birthday or decorative candles are permitted. Large, novelty, flame-intensive candles or sparklers are not allowed.
3. **Decorations:** Helium balloons, confetti, and similar items (including “silly string”) are not permitted anywhere in the facility.
4. **Furniture:** Tables, chairs, and other equipment must be used appropriately and returned to their original placement unless otherwise directed by staff.
5. **Music/Noise:** Music and noise must be kept at an appropriate level to avoid disturbing other facility users.
6. **Rental Time:** Access begins and ends at the scheduled time. Early setup is not guaranteed and is subject to staff approval. Please reserve additional time if needed.
7. **Reservation & Payment:** All rentals must be reserved in advance at the front desk. Rental fees must be paid in full prior to the event.
8. **Set-Up & Clean-Up:** Renters are responsible for setting up, decorating, and tidying the space. All decorations, personal items, and floor debris must be removed at the end of the rental. Staff will assist with final trash removal as a courtesy.
9. **Special Equipment Use:** Rented equipment, such as the climbing wall, tot toys, or bouncy house, may be used only if reserved in advance as part of the rental. Users must follow posted weight limits and maximum occupancy. Any misuse or damage is the responsibility of the renter, and additional fees may apply.
10. **Supervision:** Children must be supervised by an adult at all times. Adults are responsible for their guests’ safety and behavior. Activities outside the rental area are not permitted unless approved and checked in at the front desk.

Programs

1. **Attendance:** Participants should arrive on time and remain for the full duration of the class. Late arrivals may not be permitted to join.
2. **Behavior Expectations:** Respectful behavior is expected at all times. Disruptive or inappropriate conduct may result in removal from the program.

3. **Equipment Use:** Equipment must be used as instructed and returned to its designated location after use.
4. **Photography:** Participants may be photographed or video recorded during programs for promotional or facility purposes.
5. **Proper Attire:** Participants must wear appropriate clothing and footwear for the specific activity. For outdoor or seasonal programs, participants should dress appropriately for weather conditions, including rain, snow, or cold.
6. **Program Modifications:** The facility reserves the right to modify or cancel programs due to unforeseen circumstances.
7. **Refunds & Cancellations:** If a participant cancels before the activity begins or after the first class, a \$10 non-refundable fee will be deducted from the refund. No refunds will be issued after the second class meets. If the Parks & Recreation Department cancels an activity, a full refund will be issued. The Department also reserves the right to cancel any activity due to insufficient registration.
8. **Registration & Payment:** Advance registration and full payment are required for all programs.



KETCHIKAN GATEWAY BOROUGH

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• 907/228-6650

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PARKS & RECREATION

Gateway Aquatic Center FACILITY RULES

1. **No one is allowed on the pool deck or in the pool without a lifeguard present.**
2. **All patrons must take a shower before entering the pool or slide.**
3. **Children ages 6 and under require supervision by a person 14 or older.**
4. **Any persons with a contagious or infectious ailment (including but not limited to lice, open wounds, sore or inflamed eyes-due to infection, or discharge of the mouth or ear) are not permitted in the pool.**
5. **Persons having blisters, cuts or other open wounds are not permitted in the pool.**
6. **Hair of shoulder length or longer must be tied back or placed in a swim cap.**
7. **Patrons are to obey the request of the staff. Refusal to obey facility staff or rules is subject to immediate non-refundable removal from the premises.**
8. **No diving is permitted in shallow water less than 9 feet deep.**
9. **Running and horseplay are not permitted. Spitting or splashing water is not allowed.**
10. **No shoulder rides are allowed.**
11. **No tossing or throwing kids from pool side or launching kids from within the pool.**
12. **Flips, jumping backwards, cartwheels and back dives are not allowed from pool side.**
13. **Sitting or swinging from railings is not allowed.**
14. **No food or drink is allowed in the pool area.**
15. **No gum or chewing tobacco is allowed in the pool or on the pool deck.**
16. **No glass is allowed in the pool area.**
17. **No street shoes are allowed on the pool deck.**
18. **Swim Diapers are required for all children who are not toilet trained.**
19. **No screaming or other loud noises. No foul language.**
20. **Pool is equipped with an A.D.A. accessible lift, please see staff for assistance.**
21. **No wet feet in the lobby area, hall to locker rooms or GRC.**
22. **Children 6 years old and older are required to use the appropriate locker room. If a parent of the opposite sex must assist a child, they are welcome to use the family dressing rooms.**
23. **Family changing rooms are designed for families with children ages 6 and under and people meeting ADA requirements. Patrons not meeting these requirements should use the appropriate locker rooms.**
24. **Swim suits or other appropriate clothing are required in any public area of the facility; including but not limited to the sauna and pool deck areas. Cutoffs are not permitted in the pool. T-shirts may be worn.**
25. **Children wearing floatation devices must be accompanied and in the direct supervision of an adult at all times. We require at least one adult per 2 children wearing life jackets in the pool.**
26. **During lap swim, all participants must be swimming laps, running with the aqua jogger or treading water.**
27. **The diving blocks are for competition use only. No flips or jumping from the blocks. The blocks should only be used during swim team and Parks and Recreation sponsored swim lessons.**
28. **Equipment may be given out by the lifeguard during open swims and rentals. No ball fights allowed. If using pool equipment, please make sure that it is returned and stored properly when you are done using it.**



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29. No snorkels or dive gear in the pool except during rentals or fitness. Patrons may wear a mask, fins and goggles (plastic lenses only).
30. No oversized rafts, floats or inner tubes allowed during recreational swims.
31. All personal items should be placed in a locker. Parks & Recreation assumes no liability for the loss or theft of personal belongings. Items left in the pool area or locker rooms will be placed in the lost and found.
32. No hitting the glass that looks out into the pool area.
33. No animals allowed in the pool area or seating area.
34. Talking to, splashing or distracting the lifeguards is not permitted.
35. Unless the swimmer is in trouble, hanging on the lane lines and lifeline is not allowed.
36. The lifeguard stand is for Borough employed lifeguards ONLY.
37. 2 whistles from lifeguard = everyone clear the pool.
38. Smoking, illegal drugs, or alcohol consumption is not permitted within the facility or on the grounds.
39. Public display of affection and profanity is prohibited.
40. Vandalism of any kind will result in suspension from the entire GRC & GAC facility.
41. Harassment to staff or other visitors will not be tolerated.

FITNESS & REC SWIM REQUIREMENTS (#3 elaborated)

To attend Lap Swims (Fitness): patrons must be 14 years old or older or 10-13 with a parent/guardian or pass a swim test.

To attend Recreational Swims: Persons using the competition pool must be at least 48 inches tall, 7 years of age or be able to swim one width of the pool using over arm crawl stroke. Persons using the recreation pool must be at least 6 years of age or be able to swim one width of the pool. Patrons not meeting these requirements **MUST** be accompanied at all times and in the direct supervision (within arm's length) of another person 14 years of age or older. The lifeguard on duty shall determine whether the ability of the swimmer is sufficient to allow the swimmer to be in the deep end of the competition pool or recreation pool alone.

CLIMBING WALL

1. Lifeguard must be on duty
2. Persons using the climbing wall must be able to pass the deep water swim test.
3. Only one climber at a time on the climbing wall.
4. Persons must exit the drop area immediately after falling from the climbing wall.
5. No swimming in front of the climbing wall while the wall is open.
6. No diving or flipping from the climbing wall. Feet first entries only.
7. Floatation devices are not allowed.



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WATER SLIDE RULES

1. **Slide riders must be at least 48" tall. Riders not meeting this height requirement cannot use the slides.**
2. **Tongass Tornado (twist slide) - Persons must go down the slide in a feet-first position either seated or lying on their back. Do not ride on stomach or headfirst. Warning: water depth is 3 feet, 6 inches at the exit of the slide.**
Pouring Plunge (drop slide) - 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.
3. **Only one rider at a time. Absolutely no trains or chains of riders are permitted. Children may not ride in the laps of adults.**
4. **Pouring Plunge riders must pass the deep water swim test before using the slide.**
5. **Arms, hands, feet and legs must be kept inside the slide at all times.**
6. **Masks, goggles, clothing with metal elements, flotation devices, water wings and water socks or shoes are not permitted on the slide.**
7. **Riders must be in good health. Elderly persons, those suffering from heart disease, high blood pressure, epilepsy, or persons using prescription medication should consult their physician before using this slide. Individuals with medical conditions including, but not limited to, pregnancy, heart, or back problems should not ride.**
8. **No running, standing, kneeling, rotating, tumbling or stopping in the slide. Riders should remain in proper riding position until forward movement is terminated. At no time should the rider attempt to stand up while on the slide or prior to coming to a complete stop in the splash out area.**
9. **Riders must exit the slide pool immediately after splash down.**
10. **Rider assumes all risk of injury due to misuse of this slide or failure to follow these rules.**
11. **Maximum rider weight is 300 pounds.**
12. **Tongass Tornado – no hanging or pulling on bar across slide entrance to gain speed.**
13. **Riders allowed only when Lifeguard(s) present.**
14. **Rider must wait for the attendant's signal before starting. A minimum interval of Fifteen (15) seconds must be maintained between riders.**
15. **Do not pull or propel yourself into the ride. Running starts are not allowed.**
16. **Eyeglasses must be securely affixed to the rider with a head strap.**
17. **No combs or foreign objects are allowed in pockets and no jewelry can be worn while riding the slide. No cutoff jeans or swim wear with exposed zippers buckles rivets or metal ornamentation; only approved swim suits allowed. No tubes, mats, or life jackets are permitted on the waterslide.**
18. **Climbing up the slide is not allowed. No hanging from water slide, hanging or sitting on stair railings going up to the slide. No diving from slide.**
19. **The line should form on the deck with one rider on each landing and one rider in the starter tub. Wait until landing area is clear before entering.**
20. **There shall be no running or jumping into the slide area or the splash pool. Loitering or lingering in the run out area or in the immediate area of the slide is not permitted.**



KETCHIKAN GATEWAY BOROUGH

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PARKS & RECREATION

21. Parents and/or private instructors may not slide with the child from the water slide or wait in the water in front of the waterslide for the child to descend
22. Skipping in line and rowdy play are not allowed.

DIVE TANK RULES

1. The diver is allowed to jump/dive straight off the end of the board. No twisting or spinning is allowed off the board, flips and back dives are allowed at the lifeguard's discretion. Advanced dives are only allowed during dive team practice.
2. No masks or goggles allowed while jumping off the diving board.
3. Swimmers are not permitted to swim under the board while it is open to divers.
4. Only one person is allowed on the diving board at a time.
5. Anyone using the diving board must first be able to pass the deep water test.
6. Only one bounce is allowed at the end of the board.
7. Each patron on the diving board must wait until the previous patron has reached the edge of the pool before going off the board.
8. Patrons must swim in a safe and quick manner to the closest pool ladder and climb out of the pool immediately
9. No hanging on or from any part of the diving board, this includes the rails and the board itself

SAUNA RULES

1. **When exiting the sauna, please shower before entering the pool.**
2. **Sauna users must be at least 14 years of age.**
3. **Out of courtesy to others & for their own protection, all users are required to wear a bathing suit or other appropriate clothing.**
4. **The sauna is an electrical device – therefore do not pour liquid on the rocks or place newspapers, towels or any combustible material on the heater, guard fence or over the thermostat in the sauna.**
5. **Elderly persons and pregnant women should not enter the sauna without medical consultation. Use of the sauna is not recommended for persons with high blood pressure, cardiovascular disorder or pulmonary diseases.**
6. **Do not use the sauna while under the influence of any type of alcohol or drugs.**
7. **Users who feel faint or dizzy should leave the sauna immediately and ask for assistance.**
8. **All metal jewelry should be removed prior to entering the sauna.**
9. **To prevent dehydration, drink plenty of fluids before entering and after leaving the sauna.**
10. **Please be considerate of others using the sauna.**
11. **Temperature 160 – 190 degrees.**
12. **Humidity 10 – 15% (Dry Heat).**
13. **Recommended use per sitting: 15 minutes.**

And Most Important, **PLEASE HAVE FUN!**

Thanks for visiting us here at the GAC and we hope to see you back soon!!