

Nauset Regional High School

Physical Education Department



**Fitness Center Handbook
Spring 2008**

Table of Contents

Page 3: General information, Disciplinary Actions

Page 4: General Rules and Regulations

Page 5: Cardio, Weight, and Functional Training Area Rules and Regulations

Page 6: Fitness Center Consent Form

Page 7: Fitness Center Emergency Contact Information

General Information:

Throughout the school year the Nauset Regional High School Fitness Center will be open prior to school and after school. A member of the Nauset staff is on duty at all times when the Fitness Center is open. Summer hours will be determined on a need basis before school ends.

The Fitness Center hours are posted at the beginning of each season, fall, winter, spring, and summer. There are specific hours for faculty, students, and student athletes. The schedule may change from season to season. The schedule is posted in the Fitness Center as well as the Nauset School District Website.

Emergency equipment is housed in the fitness center. A first aid kit and phone are located in the office of the fitness center and are for emergencies and fitness center staff only. A defibrillator is located to the left of the fitness center office door.

Disciplinary Actions

- First Offense: Misbehavior or misuse of equipment will result in verbal warning and explanation of rules and guidelines.
- Second Offense: continued misbehavior or misuse of equipment will result after the student has the opportunity to be heard. This will result in a one week suspension of facility during morning and after school hours.
- Third Offense: If this occurs after the two first offenses and prior warnings, the student will have the chance to be heard and the result will be a suspension of one month.
- Fourth Offense: This may include a suspension of up to one school year.

General Rules and Regulations:

- All students and faculty must pass an orientation and receive a certification prior to using the Fitness Center during morning and after school hours. Certification and orientation sessions are given at the beginning of each season
- Students and faculty must sign in with the Fitness Center supervisor by using their Nauset ID card prior to entering facility. Their Nauset ID card will have a certification sticker on it
- No students will be allowed to use the fitness center during faculty only hours
- Proper workout attire should be worn. This includes shorts, t-shirts, sneakers, and sweatpants. NO tank tops, boots, sandals, or Uggs are allowed
- NO food, candy, or gum are allowed in the fitness center. Water bottles with caps are allowed all other drinks are left at the sign in desk
- Book bags and gym bags should be locked up in locker room
- For safety reasons iPods and MP3 players are allowed in cardio area only
- Music and televisions will be operated by the Fitness Center staff supervisor only
- All students must report incidents to the Fitness Center staff supervisor. Incidents include and are not limited to misbehavior, misuse of equipment, accidents, injuries, or broken equipment
- Following an accident the fitness center supervisor must fill out a School Accident Report and file it with the school nurse

Cardio Area

- Sign in at clip boards found on front desk for use of cardio equipment. Each piece of cardio equipment will have its own clipboard
- Become accustomed to cardio equipment. Be aware of the emergency stop buttons on the treadmills
- During the Fitness Center's peak hours please be courteous and keep cardio time to 30 minutes
- Wipe down handles, seats, and bars on cardio equipment after use. Towels and spray bottles will be located throughout the Fitness Center

Free Weight and Cable Machines

- Always lift (whether free weight or machines) with spotter or partner
- All free weight exercises require at least one spotter
- Be sure to use clips at end of barbells
- Dropping of dumbbells and free weights is prohibited and may result in loss of fitness center privileges
- Make sure pins are in their locked position prior to using machines
- Return all weights to proper racks and replace pins in cable machines
- Wipe down benches after each use when sets are completed

Core and Functional Area

- Sign out all functional training and core equipment at front desk
- Replace core and functional equipment after use
- Only use functional equipment in designated areas
- No functional equipment is allowed to leave the Fitness Center

Fitness Center Consent Form

The following guidelines must be followed in order to use the Nauset Regional High School Fitness Center. Guidelines are for faculty and students who use the facility.

- All faculty and students must be certified by the PE Department prior to using the Fitness Center
- Upon entering the Fitness Center students and faculty must check in with the Fitness Center Supervisor using their Nauset ID card
- Wear proper workout attire. Shorts, t-shirts, sweatpants, and sneakers. NO tank tops, boots, Uggs, or sandals
- NO food, Gum or candy allowed. Water is allowed in closed containers. Other drinks in closed containers can be left at the desk.
- Spray and wipe machines after every use
- Rack all weights. Return all equipment such as weights, dumbbells and accessories to their proper place after each use
- Sign up for cardio equipment at the front desk prior to use
- For safety reasons MP3 players and IPODS can only be used on the cardio equipment
- All free weight exercises must be accompanied by a spotter. While in the weight training area you must have a partner
- Be courteous on the cable machines, allow others to use the equipment between sets
- Report all incidents to Fitness Center Supervisor

I have read the Fitness Center handbook and understand the conditions required to use the NRHS Fitness Center. I agree to adhere to the guidelines and maintain proper conduct and maturity while using the facility. In the event I willfully abuse the rules or display inappropriate behavior, the Facility Supervisor and PE Department Staff have the right to refuse access to the Fitness Center.

Name: _____ Signature: _____ Date: _____
(Please Print)

For Students Only:
Parent's Name: _____ Signature: _____ Date: _____
(Please Print)

Fitness Center Emergency Contact Information

Circle One: Student Faculty Member Alumni

Name: _____ Date of Birth: _____

In Case of Emergency Contact:
_____ Relation: _____

Home Phone #: _____ Work #: _____

Cell Phone #: _____

Any Known Allergies (Please List): _____

Any Known Medical Conditions (Such as Asthma or Diabetes):

Medications (Please List): _____

Do You Wear Contacts: _____

This information is for the Fitness Center Supervisors only. These handouts will be locked in the Fitness Center Office and will only be used in the event of an emergency. Please answer questions to the best of your knowledge.