



## NOTES AND POLICY REMINDERS FOR STAFF and FACULTY

### New to the Fitness Center?

Anyone who uses the Fitness Center is required to have an orientation session. Please see Cathy Henry to set up an appointment.

### New Workout Program?

If you need help to set up a new program, change the one you have, or have any fitness concerns, questions, etc., again, Cathy Henry will be glad to help.

### Fitness Center Lab – Detention Period

The facility is open to students during detention period, 2:10 PM to 2:50 PM. Staff and faculty are invited to work out at this time as well.

### Policy Reminders

- ❖ Staff and faculty may use the Fitness Center during school hours if time is available and it does not interfere with employment obligations. Generally, the only time unavailable during the school day is when physical education classes are using the facility. These available school hour times are posted on the Fitness Center webpage.
- ❖ **No one, regardless of certification, may work out in the Fitness Center alone.** There must be another person grade 7 or older present.
- ❖ Staff and faculty *without* CPR and AED certification
  - may not allow any students or non-MWCS staff or faculty to workout with them.
- ❖ Staff and faculty *with* CPR and AED certification
  - may allow students grades 7 or higher to workout with them. The students must have had their Initiation Workout with their physical education teacher.
  - may volunteer to supervise students when the Fitness Center is available during school hours. If they choose to open it up for students, they need to let Cathy know so that it can be posted on the web site

For a list of all the Staff and Faculty Policies, go to the Fitness Center web page.

## MAKE SURE THAT THE DOOR IS LOCKED WHEN YOU LEAVE.

The evening supervisors have been finding the door unlocked and people using the facility when it is closed and should be locked up.

A key is available in each of the offices. Please return it.