

VRC & Birthday Party Rules & Regulations

Birthday Party Package Rules and Guidelines

Please inform all guests of these rules and regulations.

1. Upon cancellation of a reservation at least two weeks from the scheduled party, the City will refund the rental fees collected, less than a \$15 administrative fee. Upon cancellation of a reservation less than two weeks before the party date, the City keeps rental fees up to half of paid party fees. Should the renter wish to reschedule, the new party date must be reserved at least 21 days prior or after the original event date. If the facility is not available for the rescheduled date or the request to reschedule 21 after the initial party date, renter is subject to the cancellation policy above.
2. The Agreement Holder is also the primary contact for the Birthday Party Attendant the day of the party. If the Agreement Holder is not able to attend the party, then a different person, who will be at the party, must sign this Agreement Holder and become the new Agreement Holder.
3. Scheduled room times are strictly adhered to and no special arrangements can be made if you arrive late.
4. Any additional needs/requests must be made prior to the payment due date.
5. No more than 30 people are permitted in the party room.
6. Shoes and cover-ups must be worn to and from the pool.
7. The Agreement Holder is responsible for the actions of all individuals in their group.
8. Scheduled room times are strictly adhered to, and no special arrangements can be made if you arrive late.
9. Upon arrival, the Agreement Holder must check in with the Party Attendant at the Front Desk. The Attendant will show you to your party room or, if the activity is scheduled first, the Attendant will show you where to store your items until your room time. If your party is participating in the activity first, a representative from your party must stay in the lobby and assist in directing your guests. Special arrangements for late arrivals can be made with the Party Attendant.
10. The Party Attendant will provide 13 wristbands to be worn by the party guests participating in the activity. It costs \$6 per wristband to get extras. For Aquatic Center parties, children four years of younger do not wear one of the 13 wristbands; they will receive a yellow wristband. A responsible participants, 16 years or older, must wear one of the 13 wristbands, be in the water wearing appropriate swim attire and must stay within arm's reach of the child.
11. The basketball courts are not included in your package unless special arrangements are made in advance.
12. The Agreement Holder is responsible for supplying items such as cake/ice cream/food, plates/utensil, drinks decorations, etc. We will provide ice for drinks.
13. We have limited refrigerator space. Prior arrangements must be made for ice cream cakes. If you need multiple items to stay cold, please bring cooler(s) and ice.

14. While in the party room, guests are not permitted to run back and forth from the party room to the Lobby. If your party finishes early in the room, please inform the Party Attendant.
15. Piñata's, silly string, glitter, and confetti are not permitted. The Agreement Holder is responsible for cleaning all decorations including all tape prior to leaving the room. A cleaning fee of \$50.00/hour will be charged if excessive cleaning is required by VRC staff at the conclusion of your party.
16. Parties held in Ricky's room, no food or drink is permitted in the attached outdoor play area. The outdoor play area is not a part of your party.
17. The VRC and its staff are not responsible for any items left at the center.
18. Use of City of Vandalia property in the VRC is subject to all pertinent state laws, City ordinances, Health Department and City of Vandalia Parks and Recreation Department rules and regulations.
19. All VRC rules, policies, and guidelines for each area must be fully understood and adhered to by all guests of the Party group.
20. The Agreement Holder will be responsible for damage to the City of Vandalia property from use herein.
21. The City and its officers shall be free from any liability for damages to persons or property resulting from the issuance of this agreement.
22. In consideration of the City of Vandalia granting permission to engage in recreational activities with the VRC, the undersigned hereby waives, releases and holds harmless and indemnifies the City of Vandalia, its employees, agents and contractors for all claims.
23. The Agreement Holder approves that any violation of this agreement may cause for the immediate removal from the VRC and may influence any future agreements with the VRC.
24. A sign will be placed at the door stating this. Please do not use the outdoor playground for your party. Use of the playground will result in loss of deposit and not being able to book future birthday parties. This area is also monitored by camera.
25. If your activity is prior to your room time, there will be a table for you to store your things. The Party Attendant can put ice cream in the freezer if needed.
26. Room times are exact and include set up and clean up.
27. Please arrive on time. If you arrive late you may forfeit part of your party time.
28. Upon arrival, check-in with the Party Attendant at the Front Desk. They will briefly go over the party rules with you and answer any questions you may have.
29. There are multiple parties scheduled each weekend, so please be mindful of others when it is time to exit the party room and do so promptly.
30. Maintenance will begin cleaning the room immediately following your party's end time.

Aquatic Center Rules

For your safety and those around you, please obey all the instructions of the staff. Distracting lifeguards from their duties is a safety concern.

1. Swimming is only permitted when lifeguards are on duty.
2. Use of specific areas of the facility may be restricted due to aquatic programming.
3. Diving is NOT permitted anywhere at the VRC.
4. Water slide use is limited to those patrons 48 inches or taller.
5. Special rules governing the use of the lap pool and water slide will be posted and enforced.
6. The vortex must be entered at the opening; no sliding or jumping from the pool deck.
7. The City of Vandalia reserves the right to limit access due to safety concerns.
8. To assist in keeping pool water clean and clear, please shower prior to entering the water to remove oils and dirt.
9. Obscene tattoos must be covered up.
10. Inappropriate clothing must be covered up or removed.
11. Alcohol is not permitted.
12. Cameras are permitted in the pool area for IMMEDIATE FAMILY USE ONLY.
13. Be cautious with your valuables. The City of Vandalia is not responsible for your personal items.
14. The Aquatic schedule is available at the VRC or online at www.vandaliaeccenter.com.

Aquatic Center Patron Attire

For the safety and health of our patrons, appropriate swim attire (Clean swim trunks with liner AND drawstring / one- or two-piece bathing suite is required to utilize the pool. Swimsuits must cover one's bottom, genitals and chest (females). No street clothes (athletic apparel, cut off shorts, etc.) will be permitted in the pool.

Acceptable swimwear includes traditional swim trunks, board trunks, Jammers, rash guards and wetsuits. Unacceptable swimwear includes streetwear, athletic shorts, cut-offs, transparent fabrics, undergarments, bras (including sports bras) and thongs/G-strings. T-shirts are prohibited unless specifically designed for aquatic use (i.e. Dry-Fit or wetsuit shirts). All requests for exemptions MUST be communicated to the Facility Coordinator/Manager on Duty prior to entry into the Aquatic Center.

Aquatic Center Age & Health/Safety

Children 4 years of age and younger must be accompanied in the water, at arm's length by a responsible and paying individual who is, at minimum, 16 years of age. Each responsible individual may accompany a MAXIMUM of 2 children. Groups bringing children to VRC Aquatic Center must have at least one adult per every five children

over the age of 4 years of age and are responsible for the supervision of those children. Adults are to be in proper swimming attire.

Children 8 years of age and younger must be accompanied in the facility by a responsible adult, sixteen (16) years of age or older.

Monitoring your child/children remains your responsibility, even if lifeguards are present.

All injuries should be reported to the SwimSafe Aquatic staff immediately.

Infants/children who are not toilet trained must swim in diapers and/or securely fitted rubber pants.

No food or drink, except for water, will be permitted in the Aquatic Center. Please consume all food in the VRC lobby.

Aquatic Center Equipment and Toys

1. All life vests must be U.S. Coast Guard approved. We provide U.S. Coast Guard approved life jackets at no charge. Patrons may bring their own life vests for use at the facility.
2. Water wings, baby seat floaters, suits with built in flotation devices and water noodles provide a “false sense of security” and are not permitted. These items are not U.S. Coast Guard approved flotation devices. Floating enhancement devices NEVER replace in-water supervision.
3. Inflatable items are not permitted.
4. Any item that restricts swimmers’ leg movement (i.e. mermaid tails, monofins, etc.) is not permitted in the water.
5. Adults may use water noodles, kick boards & other pieces of water exercise equipment for water exercise.
6. Toys are permitted with guards’ approval and with patron’s safety in mind. All diving toys must be soft.
7. Please do not sit, hang on, or play on the ropes, lane lines and pool ladders.

Aquatic Center Behavior

Patrons shall not behave in a manner that jeopardizes the safety and health of themselves and/or others. Examples of unacceptable behaviors include running, rough play, forcing others into the pool, pushing, whipping of towels, acrobatics, excessive dunking, holding others underwater, prolonged underwater swimming or ‘breath holding’, excessive noise, wrestling, fighting, the use of abusive/profane language, and public display of affection.

The lifeguards have the right to address any behaviors or activities that may not be listed but are deemed unsafe or unhealthy in any manner.

Aquatic Inclement Weather & Lightning Policy

For your safety, the VRC Aquatic Center may be closed and evacuated for periods of time due to severe weather situations. This includes an electrical storm that is within six miles of the facility. Aquatic programming (swim lessons, water fitness, etc.) cancelled due to severe weather will be rescheduled accordingly.

Aquatic Center Groups and Parties

Chaperones must always accompany all members of their group in the locker rooms and Aquatic Center.

It is the chaperone's responsibility to supervise all guests in your party/group. We recommend that responsible adult(s) 16 years of age or older accompany the party/group in the water.

The Birthday Party Attendant meet with your group before you leave for the pool area.

If you are **SWIMMING BEFORE** your scheduled room time, please try to arrive 15 minutes early so that you get your full **2** hours of swimming. The lifeguard will meet you in the lobby.

Towels are not provided.

Locker Room Rules

1. Locker rooms are located across from the gymnasium and are available to change into swimming attire; changing clothes in the restrooms or party rooms is prohibited.
2. Children 3 years of age and older must use gender appropriate locker room or Special Accommodations Locker Room.
3. Children 6 years of age and younger must be accompanied by another responsible patron, at least 14 years of age.
4. Camera usage is not permitted in the locker rooms.
5. All guests must be dried off and clothed before leaving the locker area.
6. Please report any suspicious behavior to a staff member.
7. Locks must be removed from non-rented lockers prior to the facility closing each day. VRC staff will cut off all remaining locks and place the contents in the lost and found.
8. We recommend that you do not bring valuables into the VRC. Locking valuables in a locker will increase safekeeping.

Climbing Wall

1. It costs \$3.00 per climber if you would like to add the climbing wall to your package. Climbing wall additions must be made a month in advance of your party.
2. Climbing wall is only available on Saturdays from 12:00pm-3:00pm.
3. A yearly waiver must be completed by all climbers. Climbers seventeen years or younger must have a parent/guardian signature.
4. All climbers must be six years old or older.
5. Climbers must wear closed-toe shoes.

Luther's Jungle

1. It costs \$3.00 per climber if you would like to add the climbing wall to your package.
2. Luther's Jungle is for children aged four to nine years old.
3. Shoes are not permitted in Luther's Jungle play unit. Socks must be worn by all children while playing.
4. All participants must have a waiver to participate.
5. Due to the size of Luther's Jungle, parents are asked not to sit inside the room. There is a childcare attendant on duty.

Birthday Party Aquatic Center Closure Policy

If the Aquatic Center is closed due to inclement weather, water contamination, mechanical issues or any other reason beyond our control, all patrons will be asked to evacuate the pool. Closure of the pool could range from 30 minutes to closing for the day dependent on the issue. We will do our best to accommodate your party in other areas of the Rec Center while the pool is closed. We strongly encourage you to have party patrons bring other clothes, including tennis shoes and socks. Depending on the length of time the pool is closed, a partial refund may be processed or Be Our Guest passes to visit another day may be offered.

Questions:

If you have any questions about your party, please contact Arianna Wade at awade@vandaliaohio.org or (937) 415-2335.