



## SOMERVILLE PUBLIC SCHOOLS J. F. KENNEDY POOL RULES AND REGULATIONS

The following policies have been established for the benefit of all users of the Kennedy Pool to assure the safe operation of the pool facilities and to provide enjoyable recreation for all. Patrons are required to cooperate in observing these rules and obeying the instructions of the Kennedy Pool. Patrons who violate these rules are subject to having their swimming privileges revoked.

Somerville Public Schools' Kennedy Pool reserves the right to refuse admittance into the swimming facility when capacity has been reached or when otherwise deemed necessary for the health, welfare, or safety of the patrons.

The supervisors and their staff are responsible for the operation of the Kennedy Pool. Patrons must respect all of the rules and regulations.

### GENERAL RULES & ADMISSION POLICIES

1. No one will be allowed in the swimming area unless the pool is officially open and a lifeguard is on duty.
2. All persons entering the pool area must pay the admission fee appropriate for swim lessons, family swim, lap swim, or pool passes. In order to pay the residential fee they must have proof of Somerville Residency (e.g. Driver's License, I.D., piece of mail).
3. All Healthworks members must provide appropriate proof of membership (e.g. Healthworks card) in order to receive their respective discounts.
4. Prior to entering the pool facility, any patron requiring reasonable accommodations for a disability must inform the staff of his/her needs. If the patron will require physical assistance in the locker room or pool they must bring someone with them to help; we do not provide this type of assistance.
5. To enter and exit the facility use the pool entrance located at the side of the Kennedy School building on Sartwell Ave. The Kennedy School is located at 5 Cherry Street in Somerville.
6. Any injury occurring in the pool area, or anywhere in the building when visiting the Kennedy Pool, must be reported to the pool staff immediately.
7. No person within the pool grounds shall behave in such a manner as to jeopardize the safety and health of himself/herself or others. Such behavior, including abusive or profane language, shall be grounds for expulsion from the pool.
8. Running on deck, rough play, or dangerous activity, such as swimming or playing on the ramp is prohibited in the pool.
9. Spitting or spouting water, blowing nose, urinating, or defecating in the pool is prohibited.
10. No gum, food, or glass containers are allowed in the pool area.
11. All participants must shower before entering the pool. This means that they must get their entire body wet under the shower including hair.
12. Disposable water-specific diapers must be worn by anyone who is not toilet-trained. Any diapers not made specifically for water use or are not disposable are not permitted. Children wearing diapers in the pool must have a bathing suit on over their diaper.



13. Patrons are not allowed to provide any private instructional activity during family or lap swim hours, whether for private gain or not. In other words, patrons do not have the right to teach other patron(s) how to swim, regardless of their relationship or if being paid.
14. Standing in the lanes is unacceptable unless between laps for a break or for a work out. The lanes are not for socializing. This causes lanes to be blocked and prevents the other swimmers from doing a flip turn or continuous swimming. Therefore, patrons will be asked to exit the pool.
15. Patrons should address other swimmers with respect. When conflict arises we ask that patrons direct issues with a lifeguard or management. If there is an issue, direct it to the manager or the lifeguard.
16. If a pool is deemed unsanitary due too, for example, feces, vomit, etc., the small pool can be closed. In such a scenario the patrons in the water are to exit the water and shower with soap immediately. If possible family swim or swim lessons may be moved into the shallow end of the big pool in the first lane. This is done at the discretion of management. However, if there is an incident in the big pool it is subject to close.
17. No outdoor shoes are allowed to be worn on deck past the silver gutter on deck.
18. Patrons entering for family or lap swim are required to sign in and out at the front desk.
19. Floatation devices filled with air are prohibited. Foam floatation devices are permitted, but any child using a device to keep them afloat must be within arm's reach of an adult at all times.
20. If a patron has any concern or issue with a swimming instructor or lifeguard, they should direct their concern to the supervisor to avoid interrupting lessons or distracting the lifeguard from guarding duties.
21. If lifeguards are on duty, please do not talk to them unnecessarily. Lifeguards should not be distracted. If you have a question talk to the supervisor.
22. Patrons under the influence of drugs or alcohol will not be allowed on Kennedy School property.
23. No animals, pets, bicycles, wheelies, skateboards, scooters, or strollers allowed in the pool area or locker rooms. Service animals are allowed.
24. Only lifeguards are allowed on guard chairs.
25. The Kennedy Pool is not responsible for any cars in the parking lot, items kept in the locker room, or in the Kennedy School building.
26. Prolonged breath-holding or rapid breathing prior to underwater swimming is not allowed as it may cause hyperventilation and/or dangerous shallow or deep water blackouts.
27. In the case of an emergency, all patrons must follow the direction of the pool staff and supervisors. If it is necessary to leave the building, everyone must exit through the doors by the deep end of the big pool near the water fountain. Everyone must proceed upstairs and exit the through the doors located on Sartwell Ave. No one may enter the locker rooms for any reason or stop to grab items. Everyone in the balcony must exit the Kennedy School front door located at 5 Cherry Street. Parents may walk through the basketball court and up the outside stairs to meet the children and the pool staff by on Sartwell Ave.
28. If the divider between the small pool and the big pool must be lifted, everyone must sit on the white gutters before, during and until a lifeguard gives permission to reenter the pool.
29. There is no public displays of affection (PDA) allowed in the Kennedy Pool.

## **DRESS CODE/ATTIRE**

1. Infants and children who are not toilet trained and wish to enter any pool must wear a clean disposable swim diaper which must fit snugly around the legs and waist. Sagging diapers are not permitted. If the diaper becomes soiled, this person must exit the pool immediately and may not return until he/she has taken or been given a soap shower and has been covered with a new diaper.
2. Only swimsuits may be worn in the pool. No street clothes such as T-shirts, cut-offs, jeans, pants, sweat pants, dresses, sweaters, or underwear will be permitted in the pool. Shorts or shirts that can be worn on top of a bathing suit must be cotton, and must be colored (not white or transparent). There is an exception if the reasons for wearing clothes are for religious purposes.
3. Lap swimmers must wear a bathing cap no matter gender or length of hair, even if swimmer has no hair.

## **AGE AND HEALTH SAFETY RESTRICTIONS**

### Attending/supervising child (17 years or younger)

1. Children under the age of 18 should not be left unsupervised or unattended in the pool area. In other words, an adult who is 21 years old or older must be in the pool area, watching the child, and not swimming, socializing, or leaving a child unattended during family swim or when dropping off/picking up from lessons. If a child is found in any of the above scenarios, they will be asked to exit the pool and to sit on the bench or in the office until an adult 21 years or older returns to supervise.
2. Adults should be using touch supervision with children 6 years old and younger. In other words, children must have an adult (ages 21 or older) with them in the water at all times within arms distance.
3. Another adult (21+) at the pool may accept responsibility of children through a verbal agreement with the child's current guardian. However, one adult may only supervise up to five children unless they are the biological parent of the more than five children. If person leaves, a contact number must be given from parent/guardian to the now supervising adult (21+).
4. Children ages 14 to 17 must have an adult (21+) watching them from on deck or in the water all times. Child supervision on deck means that there is an adult (21 years or older) on deck sitting or standing next to the child. This adult cannot be swimming laps, in family swim with another child, in Waterbabies class with another child, registering for lessons or paying at the front office. The adult must be on deck with the child.
5. During pool hours lifeguards have authority. Therefore, if a child is disciplined for their behavior or given a time out, the parent must respect the lifeguard's decisions and course of action.
6. Parents or patrons cannot go into the opposite sex bathrooms for any reason, including helping their child. They may ask management or a lifeguard for assistance in locating the child.

### Age Related Rules and Restrictions

1. Children six years old and older are asked to use their appropriate gender locker rooms. When unable to comply, please change your children in the family changing room, toilet stalls, or shower stalls. Use your best discretion to help us ensure that all our patrons feel comfortable in the locker rooms (refer to Locker Room Etiquette).
2. Children ages 14 to 17 may come to the pool alone, but must first fill out a parental consent and an emergency contact form. Teens must also leave a picture ID at the desk when they come alone. This means that all children 13 and younger, and all children 14 to 17 who do not have a form on file, must have a parent supervising them at all times. The parent may not be swimming laps, running errands, or leaving their child out of their sight for any reason.
3. Management reserves the right to require proof of age regarding any of the above age related policies.

### Illness

1. Any person who has a contagious or communicable disease such as the flu is prohibited from using the pool.
2. Any person who is experiencing diarrhea is prohibited from using the pool.
3. In the case of vomit or fecal matter found in the pool, everyone in that pool must exit the pool promptly and are required to shower with soap. The pool may open after the state regulated time period or may be closed for the remainder of the day.

### **LAP SWIM**

1. Lap swimmers must wear a bathing cap.
2. Lap swimmers must be wearing appropriate swimwear, meaning bathing suits rather than street clothes.
3. Lanes are designated slow, medium, and fast. Patrons should choose to swim in a lane appropriate for their speed. Lifeguards have the right to move swimmers into a different lane if they deem it necessary.
4. No swimmer may deny another swimmer access to a lane.
5. If there are two swimmers in a lane they may split the lane or circle swim. If there are three or more swimmers in a lane must circle swim.
6. Swimmers must exit the pool promptly when the lifeguard notifies them that lap swim is over or in an emergency.
7. All lap swim patrons must enter at the shallow end of the swimming pool.
8. No prolonged underwater swimming for time and/or distance is allowed. Competitive or repetitive breath holding can be deadly and is not permitted.
9. No swimmer may use a snorkel during lap swim.
10. No swimmer is allowed to remove the starting block cover, or use the starting block.
11. Swimmers must enter and exit in the shallow end (4ft) of the pool only

## FAMILY SWIM

### General Family Swim Rules

1. All children with hair below their shoulders must have their hair tied back during family swim. A swim cap is encouraged for long hair, but is not required.
2. Hands and bodies should be kept to oneself. No rough or unsafe play.
3. No screaming or screeching.
4. Family swimmers cannot use Kennedy Pool kickboards, dumbbells, or other toys. These are for swimming lessons and lap swimmers only.
5. If a child breaks pool rules the lifeguards have the right to give them a time out or remove them from the pool for the day. Generally, time outs will be given for as many minutes as the child is old.
6. No prolonged underwater swimming for time and/or distance. Competitive or repetitive breath holding can be deadly and is not permitted.

### Equipment/Toys

1. Noodles and toys that sink are permitted as long as children are using them properly and safely (i.e. not throwing it at a person).
2. Squirt guns, snorkels, or other aquatic toys other than the ones listed above are not permitted during public swim times. Swim fins can be used at the discretion of the lifeguard or management and only when the pool is not crowded.
3. Air floatation devices and face masks that cover the nose are not allowed in the pool.
4. Kickboards are prohibited from the small pool because they can be dangerous if used as toys. When a person tries to stand, kneel, or sit on a kickboard and loses control of it, it can come to the surface with enough force to knock out teeth or cause other injuries.
5. Lap swimmers are permitted to use kickboards, flippers, and pull buoys.

### Small Pool Rules

1. No standing, climbing, hanging, crawling or sitting on ramp, railings, or ladders.
2. No going through, above, or below the railings on the ramp.
3. Always stand up and walk on the ramp to enter and exit (no swimming on the ramp).
4. Jumping:
  - Children may jump only in the deep end from the gutter.
  - No jumping in the shallow end of the small pool.
  - No running, spinning, or flipping jumps are allowed.
  - No diving in the small pool.
  - Lifeguards have the right to prohibit jumping or restrict jumping to a certain area, specifically when the pool is crowded.

Small pool capacity is 50 people. When capacity is reached, patrons will be allowed to enter the pool only as others leave.

## Big Pool Rules

1. Children (ages 17 and under) must pass the deep end test to swim in the big pool regardless of whether their parent will be swimming with them.
  - The deep end test is given at the top of every hour, when the environment within the pool area permits it and when the big pool is open for family swim.
  - The test may be taken only once per day.
  - The swim test consists of one length of front crawl stroke with rotary breathing, one half a length of backstroke, and two minutes of treading water.
  - Lifeguards reserve the right to pass or fail a child based on their ability to complete each part of the test and on their stroke proficiency.
  - Upon successful completion of the deep end test the child's name will be recorded on a list of those who have passed the test. From then on, for one year, the child will only have to provide their name in order to swim in the big pool.
  - Lifeguards have the right to ask any child in the big pool whether they have passed the deep end test and check for their name on the list.
  - Lifeguards have the right to re-test any child that they believe should not be swimming in the big pool.
2. No noodles are allowed in the big pool unless the small pool is closed and/or family swim takes place in the big pool during family swim.
3. Diving blocks are off limits.
4. No diving except in the 10 feet area.
5. No running, spinning, or flipping jumps anywhere in the pool.

## **SWIM LESSONS**

### **School Year Offerings**

1. Levels 1-4
  - Monday & Wednesday classes
    - Run for approximately one-month sessions (7 classes)
    - All levels meet at 5:15 pm
  - Tuesday & Thursday classes
    - Run for approximately one-month sessions (7 classes)
    - All levels meet at 5:15 pm
    - Additional level 1 low and high classes meet at 4:30 pm
  - Saturday classes
    - Meets every Saturday on which the pool is open for six weeks (6 classes)
    - Levels 1, 1½, 2, 3, and 4 meet at 10:15 am and 11:15 am

## 2. Waterbabies

- Saturday classes
  1. Meet every Saturday on which the pool is open for six weeks (6 classes)
  2. Infant (6 - 18 months) classes meet at 9:00 am
  3. Toddler (19 months – 30 months) classes meet at 9:30 am
  4. Preschool (2 years - 4 years) classes meet at 10:00 am and 12:00 pm
  5. Additional Waterbabies classes may be added at the discretion of a supervisor

### **Summer Offerings:**

#### 1. Levels 1-4

- Monday through Friday classes
  - Run for a one-week sessions where swimmer attends lessons every weekday of the 1 week
  - All levels meet at 10:15 and 5:15 pm

#### 2. Waterbabies

- Meet three weekdays a week for two weeks (6 classes)
  - Infant (6 - 18 months) classes meet at 9:30 am and 6:00 pm
  - Toddler (19 months – 30 months) classes meet at 6:00 pm and sometimes 9:30 am and/or 6:30 pm
  - Advanced (2 years - 4 years) classes meet at 6:30 pm

### **Adult Lessons**

- Adult swimming lessons are offered once a week on Mondays for 7 weeks (7 classes) during the summer (June-August). We offer two levels: Beginner and Advanced-Beginner/Intermediate. When space and staffing permits we occasionally offer adult swimming lessons during the school year.

### **Registration Procedure & Policies**

1. School year swim lesson registration begins approximately one month prior to the start date of each session.
2. Summer swim lesson registration begins in May. Families may register their children for as many summer sessions as they wish once summer registration has begun.
3. During the first week of any registration only Somerville residents may register. After this, Somerville residents are not given priority. It then becomes a solely first- come, first serve opportunity.
4. An adult may only register one family's children per day. If you need to register another family's children it must be done on a subsequent day. This is to protect the first-come, first-served policy.

5. During the school year the pool desk is open for registration Monday through Thursday. Monday and Wednesday times are from 3pm-5pm and 6pm-8:30pm. Tuesday and Thursday times are 3pm-4:30pm and 6pm-8:30pm. We are closed from 5pm-6pm on Mondays and Wednesdays and 4:30pm-6pm on Tuesdays and Thursdays due to our swim lessons. On Saturdays registration runs from 12:00-3:30 pm unless otherwise posted. During the summer the pool desk is generally open for registration Monday through Thursday 12:00-7:30 pm and Friday 12pm-5pm unless otherwise noted.
6. Registration must be done in person at the pool desk. One may not register for lessons over the phone, or without paying at time of registration.
7. Lessons must be paid by check only. We do not accept credit cards or cash.
8. Cancellations with two or more weeks' notice prior to the first class will be issued a lessons credit for the amount they paid. Cancellations with less than a two weeks' notice will receive a lessons credit only if their vacancy can be filled. There is no cash back.
9. Most levels have a maximum capacity of 10 children. Lessons also have a minimum of 5 children. If less than 5 children register for a class, the class will be cancelled. Those already registered will have the option to switch to a different time slot for the same level if available or be issued a swim credit for a future lesson.
10. The Kennedy Pool guarantees the number of classes advertised for a session. For example, our school year lessons guarantee seven classes. Lesson cancellations due to severe weather or other circumstances will be made up. If we are unable to reschedule a cancelled class, participants will receive a lessons credit for the amount that the individual cancelled class would have cost. Lessons credits do not guarantee space in any class.
11. Classes missed for personal reasons may not be made up. If a significant number of classes must be missed due to health concerns, a lessons credit for the specific missed classes will be issued if a doctor's note is provided on a case-by-case basis.
12. Children must be four years or older by the start of the session to register for levels 1-4. Children must be between six months and four years to register for Waterbabies classes. Proof of age may be required.
13. Upon registering for your first swim lessons at the Kennedy Pool, your child must be level tested to ensure that they are registered for the appropriate level class. Level testing takes place during family swim hours. This policy stands even if the child has previously taken lessons at another facility. If your child has never taken lessons before or is still a beginner, you may register them for level 1 low without taking a level test.
14. When registering your child for a subsequent session, place them in the same level they were previously in, unless the instructor tells you that they have moved into a different level. The instructors will continually evaluate swimming students and will move them into a different level if necessary. Swim instructors reserve the right to move a child into a different level up or down at any point during the session.
15. Registering your child for a level of which they have not tested into or been placed into by Kennedy Pool instructors will result in a forfeit of payment and withdrawal from classes.

## **Swim Lesson Policies**

1. Waterbabies and level 1 classes run for 30 minutes. Levels 1½, 2, 3, and 4 run for 45 minutes.
2. Before lessons, parents must accompany their children onto the pool deck until attendance is taken. Once class begins parents must immediately go to the balcony for the entire class.
3. Parents may not leave the Kennedy Pool premises while their child is in swim lessons for any reason. Parents must remain in the balcony for the entire lesson. If one parent/guardian is going to bring their child to lessons and another parent/guardian is going to pick up, the first parent must wait until the second arrives before leaving. Guardianship of a child can be granted to another parent through an oral agreement. In a situation like this, the phone number of the parent, who is leaving, must be given to the parent taking guardianship of the child.
4. Parents are not permitted in the water in levels 1-4. Children are supervised in the water by their swim instructor(s).
5. Each child in a Waterbabies class must have one or two adults with them in the water at all times.
6. During Waterbabies classes and adult swim lessons, parents may not leave their children unsupervised on deck, in the balcony, in the pool or anywhere in facility.

## **Checks**

1. All checks are to be made out to the City of Somerville.
2. The minimum amount required to pay by check is \$30.
3. Checks must have the following written on them: name and address on the check, telephone number, and program being paid for as a memo (for example, "swim lessons").
4. Starter checks are accepted as long as the patron's name is typed onto the check and their address and phone number is written on them. When paying with a starter check, patrons must show a valid driver's license or ID.
5. A \$30.00 return fee will be charged for all bounced checks in addition to the original amount owed. In the case of a bounced check both fees will need to be paid in cash. The bounced check fee must be paid regardless of whether or not the participant still wishes to register for the class.

## **BALCONY**

1. No running.
2. Keep away from the railings.
3. No climbing, hanging, leaning, jumping, standing close to, or touching the glass or the balcony rail.
4. Do not throw, shake, drape over, suspend, or drop items over the balcony.
5. Keep an eye on your children. All children 17 years or younger must be accompanied by an adult.
6. All children must be within arms distance of their parent/guardian at all times.

7. Do not leave children unsupervised on balcony at any time. You are responsible for the actions of yourself and the children you bring. Failure to follow these rules may result in expulsion from the balcony, the pool, or the school grounds.

## **LOCKER ROOM RULES AND ETIQUETTE**

*Locker rooms are designed for changing and showering, so naturally, there is a necessity for nudity in this environment. However, along with this necessity comes an expectation of respect and understanding for others' needs. Many of these guidelines deal with the level of exposure of one's body that is acceptable. To maximize everyone's comfort level, it is best to learn these rules and etiquette and to follow them anytime you find yourself in the locker room.*

1. Please be aware that from 3-8pm and all day on Saturdays, it is likely for there to be children in the locker rooms as well as adults. Please use discretion by wrapping a towel around your body and changing in privacy.
2. Respect everyone's personal space. Do not change right next to a person or invade their personal space.
3. If you feel the need to sit on the bench, please bring an additional clean towel to lie on the bench and sit on the towel.
4. When there is a need to dry your feet, sit on a bench with a towel wrapped around you and with another towel, or the same towel if it is long enough to keep yourself covered, dry your feet.
5. Be sure to determine one area for you and your belongings preferably in front of your locker.
6. Children six years old and older are asked to use their same gender locker room. When unable to do so please use the changing room inside the locker rooms for your family changing area. Please use your best discretion and help us insure all of our patrons feel comfortable in the locker rooms.
7. Clean up after yourself and leave all personal belongings in a locker.
8. Patrons should lock their belongings in the lockers provided The Kennedy Pool and Somerville School Department is not responsible for any lost or stolen items at the facility. The Kennedy Pool rents locks for \$1 and sells them for \$7. When a lock rental is made, the patron's ID is held at the front desk during their swim and returned when they leave in exchange for the rented lock.
9. Children are to be supervised by a parent or guardian at all times in the locker rooms.
10. Patrons should make sure that their shower has been completely turned off when they are finished. Please assist us by turning off all showers that are not in use.
11. For the comfort and safety of our patrons, cell phones should be turned off and put away when inside the locker rooms, on deck and at the facility.
12. Patrons and children may not stand on the benches in the locker rooms or hallways, or place themselves in lockers.
13. Families and individuals with a physical handicap have first priority over the handicapped changing and shower stall in the locker rooms. Families who have children of the opposite sex in the locker room and families with multiple children have next priority.