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Departmental Policy

Departmental Procedure
Instructions/Forms

UCQ

AI Zahoor Compound Clubhouse and Pool Use Policy

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Approval Authority Dean, UCQ	
Implementation Authority Dean, UCQ	
Effective Date March 15, 2011	
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- Purpose** 1 The purpose of this policy is to:
- encourage the safe use of the Facilities;
 - maintain the cleanliness of the Facilities; and
 - promote the enjoyment of the Facilities.
- Scope** 2 This policy applies to Patrons of the AI Zahoor Compound Clubhouse and Pool.
- Definitions** 3 In this policy
- “Facilities” means the AI Zahoor Compound Clubhouse and Pool. It includes any equipment in the pool area including the trampoline and playset.
 - “Patrons” means persons who use or visit the Facilities.
 - “University” means the University of Calgary.
 - “UCQ” means the University of Calgary – Qatar.
- Policy Statement** 4 **Terms and Conditions of Use**
- 4.1** UCQ employees, their families, and their guests may use the Facilities at no charge subject to the following terms and conditions.

General

4.2 In the case of an emergency:

- call 999; then
- summon the security guard.

4.3 Children under the age of 12 years are not permitted to use the Facilities unless accompanied by and under the direct supervision of an adult.

4.4 Patrons will leave the Facilities clean and tidy and will:

- wash and store used dishes;
- dispose of garbage in the containers provided (soak cigarette butts first); and
- take soiled diapers home for disposal.

4.5 The Facilities use a septic sewer system. The toilets cannot, therefore, be used to dispose of such products as disposable diapers, sanitary napkins, tissues, and paper towels.

Clubhouse

4.6 The clubhouse will be kept locked at all times when not in use. The last person to leave will turn the lights off and ensure that doors are closed and locked.

4.7 Patrons with wet bathing suits or wet feet are not permitted in the dining/lounge area of the clubhouse. Patrons will enter via the side door to access the washrooms and change rooms. Please note that the tile floor can become very dangerous when wet.

4.8 Patrons using the kitchen will clean up after themselves.

4.9 The use of barbecues and flame type appliances inside the clubhouse is strictly prohibited.

4.10 The TV and DVD player are used for clubhouse functions only. They may not be used for any other purpose or removed from the Facilities.

4.11 Furniture from inside the clubhouse may not be taken outdoors.

4.12 Smoking is not permitted inside the clubhouse.

Swimming Pool

4.13 No lifeguard is on duty at the pool. Patrons using the swimming pool do so at their own risk.

4.14 To ensure the safety of children, the gate to the pool area must be kept closed at all times. Patrons will ensure that the gate is closed behind them.

4.15 Parents are responsible for the safety and conduct of their children when using the pool and pool area.

- 4.16 Children under the age of 12 are not permitted in the pool unless they are supervised by a responsible adult.
- 4.17 Children under the age of 6 are not permitted in the pool unless they are in the pool with a responsible adult.
- 4.18 Adults should not swim alone.
- 4.19 Children who are not potty trained must wear commercially available swim diapers when using the pool.
- 4.20 Glass bottles and other breakable objects are not permitted in the pool area.
- 4.21 Noise in the pool area should not cause discomfort or nuisance to others.

Waiver of Liability

- 4.22 Patrons using the Facilities do so at their own risk. The University is not responsible for damages, accidents, injuries, or loss of personal property.

Violations

- 4.23 UCQ employees will be held responsible for their own conduct and use of the facilities as well as that of their family members and invited guests.
- 4.24 Violators of this policy may be denied access to the Facilities or specified areas of the Facilities, or subject to other disciplinary measures.

- Responsibilities 6 *Approval Authority*
 - ensure appropriate rigour and due diligence in the development or revision of this policy.
- Implementation Authority*
 - ensure that University staff are aware of and understand the implications of this policy and related procedures;
 - monitor compliance with the policy and related procedures;
 - regularly review the policy and related procedures to ensure consistency in practice; and
 - sponsor the revision of this policy and related procedures when necessary.

- History 15 *Approved: March 3, 2011 by the Dean, UCQ*
- Effective: March 15, 2011*
- Revised: May 24, 2011*