



Group Party Policy

Members may invite larger groups of guests during normal pool operating hours by following these rules:

1. Number of guests:
 - Parties with 10-24 guests, inform the Pool Chair by email a minimum of 8 days prior to the event. An additional guard may be required; Ace Aquatics will make the final determination and the Pool Chair will notify you accordingly. (The rate for an additional guard is \$30/hour in 2021 and is to be paid for by the host.)
 - Parties with 25 or more guests, inform the Pool Chair and fill out the Ace Aquatics lifeguard reservation form (attached) and email to Pool Chair a minimum of 14 days prior to the event. An event of this size will need Board approval. Plan on an additional guard being required; Ace Aquatics will make the final determination and the Pool Chair will notify you accordingly. The rate for an additional guard is \$30/hour in 2021 and is to be paid for by the host. The neighborhood will be notified as a convenience to the members.
2. Party must be held during normal pool operating hours and all pool rules still apply, including no glass.
3. Avoid high-usage times (Friday nights, Saturday afternoons, Memorial Day, 4th of July, Labor Day, Father's Day, etc).
4. Limit party to 2-3 hours.
5. Traditionally, a party has used the tables/chairs at the deep-end of the pool; which leaves the shallow-end tables/chairs for members use. You may want to do vice-versa if having a children's party to be near the shallow end. In either case, please be considerate of your neighbors and use only one area of tables/chairs and leave the other area available.
6. Folding tables are available in the lifeguard office if you would like them for extra seating or for a food/cake area.
7. Leave area clean and tidy. Clean-up would include placing tables/chairs back to their original location, wiping down tabletops, returning folding tables, sweeping or hosing down area if necessary, etc.
8. Remove all trash and recycling from the facility; do not use the pool trash/recycling bins. Practice "Carry In, Carry Out" for trash and recycling.

These rules and operating procedures were amended by the GOA Board of Directors in May 2021. They may be amended as required by the Board of Directors of the Association.



Lifeguard Reservation Form

Note: Party host, please submit signed form to
Glen Oban Pool Chair 14 days prior to event
(Pool Chair will forward to Ace Aquatics).

CONDITIONS OF FUNCTION

1. The **Host** is responsible for following the Group Use Policy (found below).
2. The **Host** must submit signed *Lifeguard Reservation Form* to Ace Aquatics **14** days prior to the function.
3. The lifeguard to guest ratio is determined by Ace Aquatics.
4. Ace Aquatics will invoice the community/facility for actual hours used for function after the function has proceeded. The community/facility is responsible for collecting any fees due from Party Host.
5. Cancellation must be made 3 hours prior to the function. In the event cancellation does not occur 3 hours prior to the event, a \$50.00 fee will be invoiced.
6. The consumption of alcoholic beverages is not recommended. If alcohol is permitted at the event, the **Host** is responsible for maintaining a safe environment by limiting the amount consumed and handling any issues that arise.

GROUP USE POLICY

1. The **Host** should arrive 10 minutes prior to the event to discuss the *Group Use Policy* with the manager on duty.
2. The **Host** is given a copy of the pool rules. The **Host** must read the pool rules to the group prior to entering the water. This also applies to late arrivals.
3. The **Host** is responsible for presenting all non-swimmers to the manager for identification. The non-swimmers will not be allowed in the water unless they are accompanied in the water by a parent or guardian. Enforcement of this policy is the responsibility of the **Host**.
4. If the **Host** requests assistance in assessing an individual's swimming ability, the pool manager along with the **Host** will conduct a swimmer assessment. The **Host** will maintain a swimmer assessment log.
5. The **Host** is responsible for assigning a dedicated parent/guardian watcher who will sit pool side in a straight back chair to monitor the group while they are in the water. There shall be 1 parent/guardian watcher for each 15 children. This does not eliminate the need to comply with #3 of the Group Use Policy. A Non-swimmer must be accompanied in the water by a parent or guardian at all times.
6. The **Host** is responsible for cleaning up the area where the group consumed food and beverages.
7. The **Host** must ensure that their group leaves the pool area at the end of their event.

HOST'S SIGNATURE

I, The Host of the function outlined herein, agree to follow the Conditions of Function and Group Use Policy stated above:

Signature _____ Date _____

FUNCTION DETAILS

Location of Function Glen Oban pool

Function Host _____

Address 1200 Kinloch Circle City Arnold Zip Code 21012

Phone # (Home) _____ (Work) _____

Date of Party _____ Time of Party from _____ to _____

of guests _____ # of guests who will swim _____

APPROVAL

Function was approved by _____ Phone # _____

FEE

Lifeguard Fee = (# of lifeguards) _____ x \$30.00/hr x _____ (# of hours) = _____
Ace Aquatics Administrative Fee + _____
Total Fee = _____

***Note: The \$100 fee will not be charged for community events or events that take place during regular pool hours.**