

2011 POOL SEASON
MANCHESTER FARM COMMUNITY ASSOCIATION
On-Site Office: 301-515-9100 Pool: 301-515-7739



**PLEASE DO NOT SUBMIT YOUR APPLICATION
FOR 2011 POOL PASSES
UNLESS YOU CAN SAY "YES"
TO EACH ITEM ON THIS CHECKLIST
INCOMPLETE APPLICATIONS WILL BE DELAYED**

1. Fill out the application form – LEGIBLY.
2. Gather all old passes & include them w/ application
3. If you don't have old passes, please provide new photos for each person (please identify each photo)
4. If photos on old passes were taken more than 2 years ago, please include new photos & identify each. Photos must be *at least* the size of a passport or driver's license photo. School photos and digital photos are acceptable.

For Manchester Farm Residents Only.....

5. Make sure your HOA fees are current, with no past due amounts.
6. Make sure there are no unresolved violations or ARC issues with your property.
7. If you are a tenant, please include a copy of your Lease and the Manchester Farm Lease Addendum.

Turn in hard copies only, of all requested items to the on-site Management office.

2011 Manchester Farm Community Association, Inc.

Pool Application - Resident

Any falsification of pool pass application information will result in revocation of pool privileges of the entire family. Proof of residency may be required.

PLEASE PRINT CLEARLY

(If we can't read your writing, we can't process your application)

RESIDENT NAME: _____

RESIDENT'S ADDRESS: _____

HOME PHONE (Required): _____

WORK or OTHER PHONE: _____

If property is occupied by a tenant, please complete the following:



(Tenant MUST provide copy of current Lease and Manchester Farm Lease Addendum)

OWNER'S NAME & MAILING ADDRESS: _____



Names of adults (16yrs. & older) requesting use of pool AND declaring above as permanent address:

Names of children (ages 15 & younger) living at this address:

Date of Birth

We agree to abide by the Rules and Regulations, as may be amended, for the 2011 pool season as provided.

Head of Household Signature

No passes will be mailed back this year. Completed Pool Passes will be available for pick up at the pool entrance any time during or after Memorial Day Weekend. Please allow a minimum of 2 days for completed applications to be processed.

For office use

HOA FEE ACCOUNT STATUS _____

OUTSTANDING ARC VIOLATIONS _____

**2011 Manchester Farm Community Association, Inc.
Pool Membership Application – Non-Resident**

2011 Membership Fees

Individual Adult Membership (<i>age 18 & older-proof of age may be required</i>)	\$170
Membership for family of 1-2 people (<i>one person <u>must</u> be age 18 & older</i>)	\$200
Membership for family of 3-4 people (<i>one person <u>must</u> be age 18 & older</i>)	\$335
Each additional family member after the 4 th person	\$40
Nanny Pass	\$85
Pick-up/Drop-off Pass: Meant for person not included in family membership, 18 yrs & older, entering the facility only to pick-up or drop-off children – this is a <u>non-swimmer pass</u> :	\$16.00

PLEASE PRINT CLEARLY

(if we can't read your writing, we can't process your application)

HEAD OF HOUSEHOLD: _____

ADDRESS: _____

HOME PHONE (**Required**): _____

WORK or OTHER PHONE: _____



NAMES OF ADULTS (16yrs. & older)

NAMES OF CHILDREN (ages 3 to 15)

DATE of BIRTH

We hereby apply for membership at the Manchester Farm Community Pool for the 2011 season. We agree to abide by the Rules and Regulations, as may be amended, for the 2011 pool season as provided. Any falsification of pool pass application information will result in revocation of pool privileges of the entire family.

Head of Household's Signature

No passes will be mailed back this year. Completed Pool Passes will be available for pick up at the pool entrance any time during or after Memorial Day Weekend. Please allow a minimum of 2 days for completed applications to be processed.

For office use

ACCOUNT STATUS _____

**MANCHESTER FARM COMMUNITY ASSOCIATION
SWIMMING POOL RULES & REGULATIONS
2011 OPERATING SEASON**

The following rules and regulations are for the protection and benefit of all to assure the safe and sanitary operation of the swimming pool facility. Your cooperation in abiding by these conditions will afford pleasant relaxation and recreation for all concerned. Parents are requested to caution their children to observe all rules and regulations, and obey instruction of all pool management employees. Qualified lifeguards, under the supervision of the pool management company, will be charged with the enforcement of pool policies and rules.

**ANY POOL PASSES WHICH ARE LOST, STOLEN, DAMAGED, ETC. WILL BE REPLACED AT A
COST OF \$10.00.**

GENERAL

1. All persons using the pool or pool area do so at their own risk and are solely responsible for any accident. The management does not assume responsibility for any accident or injury in connection with such use. Any accident or injury must be reported promptly to the pool management staff.
2. All persons using the pool will be required to show their valid pool pass, and to sign in with the gate attendant upon entering the pool facility.
3. The cost of any property damage will be charged to the responsible party.
4. The Manchester Farm Community Association, Inc. and Management will not be responsible for the loss or damage to any personal property of any kind.
5. **Alcoholic beverages are STRICTLY prohibited.**
6. No pets are allowed within the pool area.
7. **NO GUM ALLOWED IN THE POOL OR ON THE POOL DECK.**
8. No recreational wheeled vehicles are allowed in the pool area (strollers are acceptable).
9. Smoking is prohibited within the confines of the pool deck, bathhouse and community center. All smokers are required to use proper receptacles to extinguish their cigarettes before entering the bath house.
10. No glass bottles or containers will be permitted within the pool facility.
11. **Food may be consumed in the designated eating areas ONLY.** (The tables within the yellow painted lines). The disposal of all trash is required in the proper receptacles.
12. Chairs are not permitted in the water.
13. **Pool parties will be allowed (restrictions apply– see the pool manager AT LEAST TWO (2) WEEKS IN ADVANCE for a Pool Party Request Form and for more information about pool party times, # of guests, clean up, etc.)**
14. Pool passes are not transferable. The transfer of pool passes will result in revocation of pool privileges of the offending parties.
15. Fifteen minutes of every hour will be set aside for the use by adult members and adult guests. Teenagers and children under the age of 16 will be required to take a break during this fifteen-minute period.
16. No abusive or profane language or breach of the peace will be tolerated. Violators will be required to leave the premises.
17. Children are **not** permitted to play in or “hang out” in the locker rooms unsupervised.
18. **Any infant or child who is not thoroughly toilet trained will be required to wear cloth diapers with tight fitting rubber pants over top while using either the main pool or the baby pool. (MONTGOMERY COUNTY HEALTH AND SAFETY REGULATION)**
19. These rules and regulations may be revised or additional rules may be established at any time for the purpose of ensuring the safety of all pool users at the discretion of the pool attendants, with the approval by the property manager and/or Board of Directors.

GUEST POLICY

1. Guests under the age of 16 years **MUST** be accompanied at all times by a responsible Pool Member 16 years or older.
2. Guests 16 years and older may enter the pool unaccompanied, using a valid Guest Pass *and* providing a valid photo ID.
3. *Resident Member households* will be issued 1 Guest Pass at the beginning of the Pool Season, at no charge. Each of these passes will allow the member household to bring a total of 12 guests to the pool, but no more than 6 guests at a time. The Guest Pass must be presented upon entering the pool, at which time the gate attendant will mark off the number of guests entering. Once all 12 entries are used, the Guest Pass will become invalid.
4. Additional Guest Passes may be purchased at the gate or in the on-site Association office at a cost of \$25 per pass (good for 12 entries); payable by check only, no cash or credit cards can be accepted.
5. *Non-Resident Member households* may purchase Guest Passes at a cost of \$25 per pass, good for 12 entries; payable by check only, no cash or credit cards can be accepted.
6. Members shall be responsible for the actions of their guests, and shall be responsible for informing their guests of the Rules & Regulations of MFCA and ensuring that their guests abide by the Rules & Regulations. Members shall be held liable for any damages incurred by their guests. Members agree to save and hold harmless the Management from any and all liabilities and action of whatsoever nature by any guest(s) of the members growing out of use of the swimming pool or the pool facility.

LIFEGUARD AUTHORITY

1. The lifeguard is responsible for the strict enforcement of these rules. S/he has the authorization to temporarily deprive any member or guest of this facility. Should the lifeguard temporarily deprive access to the facility to any member or guest, a written statement from the lifeguard must be filed with the property Management Company. The property manager will be required to review the facts obtained from the lifeguard and member/guest, and will issue a decision on what, if any, further action will be taken on this matter. Should the lifeguard and/or member/guest be dissatisfied with the decision of the property manager on this matter, the matter will be brought to the attention of the Board of Directors (at their monthly Board meeting) and their decision on the matter will be considered final.
2. Admission shall be refused to all persons having any infections, disease, sore or inflamed eyes, colds, nasal or ear discharges or any communicable disease, of any kind. Persons with excessive sunburn, open sores, or bandages will not be permitted in the facility.
3. The pool may be closed due to mechanical breakdown, inclement weather or any other operational difficulties/health hazards at the discretion of the pool manager.
4. If at any time the number of facility users exceeds the capacity number which has been established for safe operation of the facility, or if the number of lifeguards on duty is inadequate to safely operate with the number of members requesting entry to the facility, the lifeguard will refuse entry to any additional members until such time as adequate room becomes available.
5. The pool will immediately be cleared of all people in the event of any emergency. An emergency will be identified with three (3) blasts of the lifeguard's whistle.
6. No person shall climb upon or obstruct the lifeguard chairs, nor converse with the lifeguards on duty, except on matters pertaining to the immediate functions of the guards.
7. Any person may be barred from the pool or pool area at the discretion of the lifeguard in charge for violation of rules and regulations or for any other reason, which in the lifeguards' judgment may pose a hazard to others or to the management.

CONDUCT

1. While on the MFCA premises, all members and guests are expected to be appropriately attired and to conduct themselves in a manner not offensive to other members and guests.
2. No abusive or profane language or breach of the peace will be tolerated. Violators will be required to leave the premises.
3. Running, pushing, wrestling or causing undue disturbance in or about the pool area will not be tolerated. No “playing” on the head/neck/shoulders of another person.

SWIM ACCESSORIES

1. “Learn to swim” flotation devices are allowed. Noodles are allowed but are restricted from the beach area and lap lanes.
2. Inflatable rings, rafts, etc. are prohibited in the main pool.
3. Kick boards are allowed; however, any inappropriate use of kick boards (sitting or standing on them, hitting others with them, etc.) is prohibited. Kick boards are NOT permitted in the beach area.
4. Diving rings are allowed but may not be thrown around a crowd or small children. Other toys will be allowed as long as they do not become a safety hazard. Lifeguard staff reserves the right to limit or restrict the use of toys for safety reasons. (Diving sticks are not permitted because children have been severely injured by them).
5. Balls will be allowed in the pool under the following conditions:
 - a. Balls must be light and soft (e.g. koosh balls, nerfballs, inflatable balls, etc.)
 - b. Balls are excluded from the lap lanes
 - c. Balls may not be used in crowded areas
 - d. Lifeguards reserve the right to limit/restrict the use of balls for safety reasons.

SUPERVISION

1. **A parent or guardian must be within arms reach of any child wearing a flotation device AT ALL TIMES.** (Flotation devices are not safety devices and, if not properly monitored, can be dangerous. Children using some types of these devices have drowned in the past). Although lifeguards are here to ensure patron safety, **the adult/individual accompanying a child who is an inexperienced swimmer is DIRECTLY RESPONSIBLE for the supervision of that child while in the pool and/or on the pool deck.**
2. Children are **not** permitted to play in or “hang out” in the locker rooms unsupervised.
3. No one under the age of 13 will be permitted to use the pool diving area until he/she can comply with the minimum standards for water safety as determined by the lifeguard.
4. **Supervision of children who are inexperienced swimmers is the direct responsibility of the adult/individual bringing them to the pool facility.**

“WATER SAFE” MINIMUM STANDARDS: SWIM TEST

- Swim 1 length of the pool (25 meters) non-stop on the stomach
- Tread water for 1 minute

ALL children under the age of 13 MUST complete the swim test to:

- Swim unsupervised
- Use the diving board or diving well

5. Children under the age of twelve must be accompanied by an individual 16 years of age or older who will be responsible for behavior and actions of the child and who will remain with the child AT ALL TIMES.

6. One adult member (18 years of age or older) may bring up to four (4) children under the age of 7 years to the swimming pool facility at any visit. **A member must be at least 16 years of age to bring a guest.** The only exception would be where the Adult has more than four (4) children in his/her family.
7. The baby pool facility is for the use of infants and children four years old and under. No children over the age of four (4) years will be permitted in the baby pool. **A parent/guardian MUST be IN the baby pool area supervising his/her child(ren).**
8. Fifteen minutes of every hour will be set aside for the use by adult members and adult guests. Children and teenagers under the age of 16 will be required to take a break during this fifteen minute period.

DIVING RULES

1. All children under 13 years of age must complete the swim test to use the diving well.
2. Only one person is allowed on the diving apparatus (including ladders) at a time.
3. Divers may not spring more than once on the board.
4. When a diver has surfaced, s/he must immediately swim to the nearest ladder. S/he must not swim under the board at any time.
5. A diver must wait until the preceding diver has reached the ladder before diving.
6. No general swimming is permitted in the diving area unless the diving board is “closed” with the approval of the lifeguard sitting in the lifeguard chair at the diving well.
7. No more than 10 people are allowed to swim in the well at any given time.
8. Extended dives, “sailor dives,” or dives for distance from the board toward shallow water are prohibited.
9. Adults are not permitted to catch children jumping off of the diving board.
10. Diving is permitted in the diving well ONLY, with the exception that swim team members are permitted to dive during scheduled swim team practice sessions and while under the direct supervision of the swim team coach and staff.

POOL PARTIES

1. A “Pool Party” request form MUST be turned in to the Pool Manager AT LEAST two (2) weeks in advance (First Come, First Serve basis).
2. The pool party may bring in a MAXIMUM of 10 OUTSIDE guests.
3. NO MORE THAN 4 tables may be used during the 2 hour scheduled party time.
4. Tables will not be reserved for pool parties.
5. **The pool party patrons are responsible for cleaning up any food/trash/spills on the tables and the pool deck where the party took place.** (Ask a lifeguard for supplies).
6. In compliance with the pool rules: One adult (18 yrs. old) may not bring in more than 4 children under the age of 7 years old.
7. Only one (1) party will be scheduled at any given time. Party requests may be denied if another party is scheduled during that particular time.
8. The pool manger/assistant manager reserves the right to deny a pool party admittance to the pool area if the party did not comply with the aforementioned “Pool Party” rules.

Pool Party Days/Times (other times must be approved by the pool manager):

June and July:	Monday - Friday:	1:00 p.m.- 3:00 p.m.
	Saturday/Sunday:	11:00 a.m.- 1:00 p.m.
August:	Monday - Friday:	1:00 p.m. - 3:00 p.m. 3:00 p.m. - 5:00 p.m.
	Saturday/Sunday:	11:00 a.m. - 1:00 p.m. and 2:00 p.m. – 4:00 p.m.