

OAKWELL FARM
SWIMMING POOL RULES AND POLICIES
June 2016

TERMS

Resident: Anyone who lives in a home within Oakwell Farms. Includes immediate family members who reside in the household on a permanent basis.

The assessments for the association must be current and have no outstanding assessments or violations to be corrected.

Guest: Anyone who is not a permanent resident of Oakwell Farms.

Residents must accompany guests and are responsible for paying for guest entry by either presenting a daily "guest swim" ticket or an extended guest ticket. These tickets may be previously purchased from the Association Management Office or authorized as a charge of the fee to the Resident HOA account.

NOTE: Residents are expected to comply with payment (ticket or fee) for guests as outlined in the Swimming Pool Rules and Policies, regardless of whether the swim occurs during supervised or unsupervised swim times.

Daily Guest Allowance: Supervised Swimming Hours: **6 guests** per resident per day at any given time on a single day.

Unsupervised Swimming Hours: **2 guests** per resident Pool Entry Card per day at any given time on a single day.

Pool Entry Card: An annual fee is paid to purchase or reactivate a Pool Entry Card that provides Residents and Guests entry to the swimming pool.

NOTE: Limits on number of Guests:

- During supervised swim times: 6 per Entry Card
- During unsupervised swim times: 2 per Entry card

Pool Party: Event for which a Resident hosts more guests than the authorized daily guest allowance. The Resident must schedule this event through the Association Management Office. At the time of making the reservation, the Resident must pay both a usage fee and a cleaning deposit, the amounts for which will be determined by the size of the group. The Resident will also be required to pay for adequate lifeguard's coverage (1 lifeguard per 20 participants), and, when appropriate, a security guard.

NOTE: Failure to make the necessary reservations and payment of fees will result in the fees being charged to the Resident's

HOA account post-event and possible further penalties including loss of pool privileges for the host Resident for repeated infractions.

Please refer to the section "POOL PARTY" for full details

- Supervised Swimming:** Lifeguards on duty (Minimum of two (2)). There are two (2) swim seasons for supervised swimming. See Section "Swimming Pool Hours of Operation" for seasons, days and hours of operation.
- Unsupervised Swimming:** No lifeguard on duty. Pool is open daily for those who have purchased a Pool Entry Card. See Section "Swimming Pool Hours of Operation" for seasons, days, and hours of operation.
- Non-swim Season:** December 1st to February 28th/29th. An extra chain and lock will be placed on the entrance gate during this time. The lock on the swimming pool gate will be disabled for the Pool Entry Card purchased for the previous swim season.
- Lifeguard** Individual(s) authorized by the Oakwell Farms Board of Directors who is/are responsible for enforcing pool rules and guidelines for safety and appropriate behavior, activities, and language. Residents and guests must comply with lifeguard directives or be required to leave the enclosed pool area.
- Pool Monitor** Individual authorized by the Oakwell Farms Board of Directors whose responsibilities are as follows:
- Checking photo IDs, signing in residents and guests, collecting guest swim tickets or Resident authorization to charge Guest fee to Resident HOA account, collecting signed liability waiver for guests and reminding residents/guests of pool rules.
 - Maintenance of proper order and behavior of individuals using the pool and pool area in cooperation and coordination with the lifeguards.
- Swim Test** Swim one (1) length of the pool and tread water for one (1) minute.
- Community Sponsored Event** Events approved by the Board that are open to the entire Oakwell Farms community.

SWIMMING POOL HOURS OF OPERATION

1. Supervised Swim

Seasons	Dates of Operation	Days Open	Hours Open
Full Season	Memorial Day up to the week before school starts	Daily (7 days a week)	12:00 P.M. to 8:00 P.M.
Limited Season	Beginning of the week before school starts through Labor Day	Week-ends only	12:00 P.M. to 8:00 P.M.

2. Unsupervised Swim (Note different times during supervised and unsupervised swim seasons)

Seasons	Dates of Operation	Days Open	Hours Open
Unsupervised Swim Season	March 1 through November 30	Daily	6:00 A.M. to 10:00 P.M.
Unsupervised Swim Times During Supervised Seasons	• Memorial Day up to the week before school starts • Beginning of the week before school starts through Labor Day	Daily (7 days a week)	• 6:00 A.M. to 12:00 P.M. (Noon) • 8:00 P.M. to 10:00 P.M.

3. Closed Pool

Season	Dates of Non-Operation	Pool Closed
Non-swimming	December 1 through February 28/29	Daily

SWIMMING POOL PRIVILEGES

1. Swimming pool privileges include observing and implementing all Oakwell Farms pool rules and guidelines and following lifeguard and Pool Monitor directives.
2. During supervised (lifeguard on duty) swimming times, in both full and limited swim seasons, permanent residents of Oakwell Farms are granted pool privileges to use and swim at the Oakwell Farms Swimming Pool.
3. During unsupervised (no lifeguard on duty) swimming times, in both full and limited swim seasons, permanent residents who have purchased a "Pool Entry Card" are granted pool privileges to use and swim at the Oakwell Farms Swimming Pool.
4. The **"Pool Entry Card"** is purchased at the Association Management office. The telephone number is 210-829-7202.
 - a. Pool Entry Cards are non-duplicable and non-transferable.
 - b. The cost of the "Pool Entry Card" will be established by the Oakwell Farms HOA Board and implemented by the Association Management Office each year prior to the start of the swim seasons.
 - c. The purchase fee is non-refundable.
 - d. There is a limit of two (2) cards per Oakwell Farms household. If a card is lost, the resident must purchase a new card.
 - e. To purchase a new card or reactivate last year's card:
 - 1) The Resident will be required to complete and sign a liability waiver assuming responsibility for all residents living at the specified address and for all guests of the

Resident who swim at the Oakwell Farms Swimming Pool during unsupervised swim hours. (See Appendices or the association website for a copy of the waiver.)

2) Submit the liability waiver and proof of residency in Oakwell Farms to the Association Management Office

- Proof of Residency
 - Be listed in the Association's books as the current resident
 - Show Driver's license showing the address as the Oakwell Farms residence
 - Provide a copy of driver's license showing the address as the Oakwell Farms residence
 - Provide proof of rental lease if the current resident is renting) to the Association Management Office

NOTE: Both owner AND tenant, using the same Oakwell Farms address, may not have Pool Entry Cards simultaneously. The owner's Pool Entry Card will be deactivated when the tenant shows proof of lease to purchase a pool card.

- Delivery of Signed Waiver
 - Deliver the signed waiver to the Association Management Office
 - Mail the signed waiver to the Association Management Office
 - Fax the signed waiver to the Association Management Office
 - Scan and email the signed waiver to the Association Management Office.

3) Payment must be made BEFORE the card will be activated.

- Deliver or send a check to the Association Management Office with the signed waiver.
- Authorize the Association Management Office to bill your account. NOTE: If the waiver is submitted by the tenant, the fee must be paid to the Association Management Office by the tenant rather than charged to the resident account.

5. Guests of Oakwell Farms residents may swim at the Oakwell Farms Swimming Pool if the appropriate fee is paid. See section "GUEST POLICY FOR OAKWELL FARMS SWIMMING POOL"
6. Residents and/or guests who engage in inappropriate behavior or activity may lose their swim privileges.
7. During Community Sponsored Events, access to the pool may be restricted depending upon the nature of the event.
8. Persons using the Oakwell Farms Swimming Pool do so at their own risk. The Association is not responsible for accidents, injuries or loss of personal property. The ultimate responsibility lies with Residents of Oakwell Farms. Report all accidents and/or injuries to the lifeguard, if one is on duty, or to the Association Management company.
9. Oakwell Farms Homeowners Association has installed a camera that records activity in and around the pool area which can be reviewed to identify rule violations.

POOL RULES

1. The Oakwell Farms Swimming Pool was built for use by residents or tenants living in Oakwell Farms. Use is either by owner or tenant at the same address, but both may not use the facilities. Use of the pool by guests is a courtesy extended to Oakwell Farms residents on a limited basis.
2. All Residents and Guests must sign-in prior to entering the pool area.
 - a. Residents must show a photo ID.
 - b. The Guest fee is \$5 per guest for a Daily Guest Ticket and \$20 for a week-long Extended Guest Ticket or \$75 for a month-long Extended Guest Ticket.
 - c. Residents may pre-purchase "guest swim tickets" at the Association Management office or may authorize charging the amount to the resident's HOA account. (See GUEST POLICY FOR OAKWELL FARMS SWIMMING POOL: Guest Policy During Supervised Swim Hours section.)
3. During supervised swim hours' lifeguards are on duty. Residents and guests must comply with all lifeguard directives. If Residents and/or guests fail to comply, they will be asked to leave the pool area. Failure to do so may result in loss of pool privileges.
 - a. Posted pool and diving board rules, including rules addressing appropriate behavior and speech, must be obeyed.
 - b. INAPPROPRIATE BEHAVIOR, to include running, pushing, shoving, horseplay or any other type of boisterous activity, will not be tolerated within the fenced pool area. Persons engaging in such behavior will be asked to leave the pool area. Failure to do so may result in loss of pool privileges.
4. During unsupervised swim hours, Residents are responsible for ensuring that posted pool and diving board rules, including rules addressing appropriate behavior and speech, are obeyed. Disregard of these rules may result in loss of pool privileges.
5. Any Resident (or guests of that resident) who is not in good standing may NOT use the pool as a guest of another resident.
6. Age Requirements and Limitations
 - a. At all times, within the fenced pool area, children under twelve (12) years of age must be accompanied by a person 18 years of age or older.
 - b. During supervised swim hours, children twelve (12) years of age and over will be allowed at the pool unaccompanied by a person 18 years or older provided they are able to pass a swim test (See "Terms ...Swim Test" section)
 - c. During unsupervised swim hours' residents and guests under 18 years of age must be accompanied by a person 18 years of age or older.
7. All guests must be signed in and accompanied by the resident. (See section "GUEST POLICY FOR OAKWELL FARMS SWIMMING POOL.")
8. Only proper swimming clothing may be worn in the pool.
9. Children who are not potty-trained must wear appropriate swim-pants (e.g., rubber, plastic, or diapers made specifically for swim wear). Failure to do so may result in the Resident paying for any required decontamination and/or loss of pool privileges.
10. A responsible adult must be, at all times, within physical reach of each child at the baby pool.

11. Persons with the following conditions will not be allowed to enter the pool. Lifeguards will make the determination for permissible pool entry.
 - a. Having a contagious disease or infectious condition
 - b. Bandaged or scabbed abrasions (including fresh tattoos)
 - c. Open or healing wounds
 - d. Colds
 - e. Coughs
 - f. Red or infected eyes
12. No devices or clothing that have particles that might clog the pool filters are permitted in the pool
13. Any child using a floatation device of any kind to assist in swimming or floating must be within an arm's length of an adult who is accompanying that child.
14. All pool toys, flotation devices, or other swim-related equipment may be used at the discretion of the lifeguard.
15. The pool and deck are to be used only for swimming and sunbathing.
16. Lap lanes are lanes restricted specifically for swimming or walking the length of the pool. When people are using the lap lanes for swimming or pool-walking, other swimmers, when in the lane or crossing the lane, must give priority to those using the lanes for the designated purpose.
 - a. Lap lanes are marked with ropes.
 - 1) During supervised swim hours, one (1) lap lane will be designated.
 - 2) During unsupervised swim hours, two (2) lap lanes will be designated.
17. No food or drinks are allowed in the pool or within 10 feet of the pool.
18. Alcohol and Drugs
 - a. Use of alcohol and drugs, i.e., mind-altering substances, is NOT allowed within the fenced pool area.
 - b. During supervised swim hours, anyone suspected of being under the influence of alcohol or drugs as determined by the lifeguards, will be prohibited from entering the fenced pool area. If necessary, security guards will be called to handle such issues.
 - c. During unsupervised swim hours, alcohol is allowed ONLY during a scheduled pool party and only if the Resident host has obtained prior permission from the Association Management Office and has paid the fee for the required security guard. (See section "POOL PARTY".)
19. No smoking is allowed in the fenced pool area.
20. No chewing gum is allowed in the fenced pool area.
21. Only battery operated portable devices with headphones (required) are permitted within the fenced pool area.
22. Roller blades, skateboards, bicycles or other wheeled toys are not permitted in the pool area. Bicycles must be parked outside the pool area fence. Wheeled vehicles used for transport may be used at the discretion of the lifeguard.
23. Glass containers of any sort are prohibited within the fenced pool area.
24. Pets, with the exception of service dogs, are not permitted within the fenced pool area.
25. Residents and guests are required to clean up after themselves prior to departure from the pool area. All left-over foods, containers, trash, and personal items must be removed from the fenced pool area.
26. Chairs and furniture should be returned to their original placement around the pool.

27. Chairs and lounges may not be "reserved". Any chair or lounge unoccupied for 30 minutes shall be considered available for use by any resident or guest.
28. The gate is not to be propped open.
29. The pool will close during any severe or dangerous weather conditions.
30. The pool will close periodically for maintenance or inclement weather.
31. Persons failing to observe and obey Oakwell Farms Pool Policies and Procedure and directives from either the lifeguards or Pool Monitor will be asked to leave the pool area. Disregard of directives and pool rules may result in loss of pool privileges.
 - a. If persons not complying with the directives refuse to leave the pool area, lifeguards and the Pool Monitor are authorized to call the appropriate authorities who will facilitate the removal of the non-compliant person(s).

DIVING RULES

1. All persons 17 years of age and under going off the diving board must be able to pass the swim test.
2. No swim aid devices, including goggles, may be used by persons going off the diving board.
3. Persons waiting to dive must remain at the bottom of the diving board ladder, taking care not to interfere with the divers.
4. Only one (1) diver at a time is permitted on the diving board.
5. Diving Areas:
 - a. The diving board area is defined as from the end of the pool where the diving boards are located to the 9 ft. marker on the sides of the pool.
 - i. When the diving board is open for use, the diving board is the **ONLY** entrance to the diving board area of the pool.
 - ii. Persons may dive from the sides outside the diving board area where the sides are **NOT designated as "No Diving"**.
 - b. Persons may NOT dive in any area **designated on the side of the pool as "No Diving"**.
6. Divers must jump or dive using no more than one (1) bounce.
7. No running on the diving board.
8. Hanging on the board is NOT permitted at any time.
9. Jumping and diving is permitted **ONLY** off the front end of the diving board.
10. **BEFORE** beginning the dive each diver is responsible for "looking before s/he dives" to ensure that the diving area is clear of all swimmers.
11. Immediately after diving and entering the water, the diver must surface and immediately clear the diving area, moving to the closest side of the pool.
12. Any diving activity or swimming activity within the diving area that is deemed unsafe by the Lifeguard is not permitted and must be discontinued immediately and permanently upon directive from the Lifeguard.
13. All Lifeguard directives must be followed exactly and immediately. Failure to do so may result in loss of diving and/or swimming privileges.

GUEST POLICY FOR OAKWELL FARMS SWIMMING POOL

Guest Policy During Supervised Swim Hours

1. Number of Guests Allowed
 - a. **Daily Resident Household Guest Allowance**
 1. During supervised swimming times: **6 guests at any given time on a single day**
 2. During unsupervised swimming times: **2 guests at any given time on a single day**
 3. **Pool Party:** Groups exceeding the daily allowance, during both supervised and unsupervised swim times. (See section "POOL PARTY").
 - b. **Daily Guest Fee:** A guest fee will be charged for each guest entering the pool area. Guest swim tickets are required for non-residents to swim at the Oakwell Farms Swimming Pool. The tickets may be pre-purchased at the Association Management Office or the resident may authorize a charge to the resident's HOA account at the time of entry to the pool fenced area. There are two kinds of guest tickets:
 1. **Daily Ticket:** one ticket per guest per day.
 - a) **Costs for Daily Guest Ticket**
 - 1] 1 ticket - \$5
 - 2] Book of 5 tickets - \$20
 - 3] Book of 12 tickets - \$50
 - 2) Extended Guest tickets are provided for residents who wish to have guests swim for an extended time of one week or one month. A ticket is required for each guest. The Extended Guest Ticket will include the name of the guest and the start date the guest will begin using the swimming pool.
 - a) **Costs for Extended Guest Ticket**
 - 1] 1 week (7 days) - \$20
 - 2] 1 month (30 days) - \$75
 2. Residents must provide the following upon sign-in to the pool:
 - a. Resident Photo ID with Oakwell Farms address on the ID or provide proof of residency to identify themselves
 - b. A Guest swim ticket for each guest
 - c. The following information will be required.
 1. Resident's name, address, and telephone number
 2. Guest name
 3. Guest age (if under 18)
 4. Arrival time.
 3. A Resident, age 18 years or older, must remain with guests in the fenced pool area.
 4. The host Resident must accompany a guest who has exited the fenced pool area and wishes to return to the pool area that same day.
 5. **Disregard of these rules may result in loss of pool privileges.**

Guest Policy During Unsupervised Swim Hours

1. Only Residents who have purchased a Pool Entry Card and their guests may use the pool during unsupervised swim hours.
2. Only two (2) Guests per resident Pool Entry Card is allowed in the pool area during unsupervised swim hours.
3. Residents must accompany and remain with all guests swimming during unsupervised swim hours.
4. Residents must sign the pool log with the following information
 - a. Resident name, address, and telephone number
 - b. Guest name and age
 - c. Arrival Time
 - d. Departure Time
5. If Resident(s) and guest(s), swimming during unsupervised swim hours in the morning, extend past 12:00 Noon into supervised swim hours, the Resident and guest(s) will be required to exit the pool, sign in with the Pool Monitor, and provide the appropriate swim ticket for each guest.

UNSUPERVISED SWIMMING

1. During unsupervised swim hours, no lifeguard will be on duty.
 - a) Residents assume responsibility for all persons who swim under the authority of their Card(s) during unsupervised swim time.
2. The Resident host must ensure that all guidelines in the section "GUEST POLICY DURING UNSUPERVISED SWIM HOURS" are observed and followed.
3. The pool is available for unsupervised swimming during the following dates and hours:
 - a. Dates and Hours:
 - 1) March 1st to Memorial Day
 - 6:00 A.M. to 10:00 P.M.
 - 2) Memorial Day through the week before school starts
 - 6:00 A.M. to 12:00 P.M. (Noon)
 - 8:00 P.M. to 10:00 P.M.
 - 3) After Labor Day through November 30th
 - 6:00 A.M. to 10:00 P.M.
4. Persons swimming during unsupervised swim hours must be 18 years of age or older or accompanied by an adult 18 years of age or older.
5. All swimmers swimming during unsupervised swim hours are required to sign-in and sign-out in the pool log.
6. During morning unsupervised swim hours, swim lessons and/or a swim camp may be in session from 8:00 A.M. to 12:00 P.M.
 - a. The swim lesson and swim camp areas will be clearly marked to delineate between swim lessons/camp areas and other areas allocated for unsupervised swimming.
 - b. Swimmers not involved in swim lessons or swim camp are to swim only in the allocated areas (outside the area marked for swim lessons and swim camp).
7. **Disregard of these rules may result in loss of pool privileges.**

POOL PARTY

1. Residents who wish to schedule a Pool Party must contact the Association's Management Office, Tel: 210-829-7202 or online at www.oakwellfarmshoa.com to submit a completed and signed "**Lease for Pool Party**" no fewer than two (2) weeks prior to the scheduled event.
2. The number of pool party participants (swimmers, non-swimmers, Resident(s), members of Resident household, and guests) will determine the fees to be paid.
3. Resident Pool Party Costs
 - a. All fees must be received at the Association's Management Office no later than seven (7) business days prior to the scheduled event.
 - 1) Failure to make the necessary reservations and payment of fees will result in the usage fee and the cleaning deposit being charged to the host Resident's HOA account.
 - A letter will be sent to the host Resident notifying her/him of the charges to be added to the account.
 - Multiple failures to make appropriate reservations will result in loss of swimming privileges.
 - b. Fees and Deposits:
 - 1) 7-14 persons
 - Usage fee (Non-refundable):\$50
 - Clean-up Deposit:\$50
 - 2) 15-80 persons
 - Usage fee (Non-refundable):\$150
 - Clean-up Deposit:\$200.
 - c. The clean-up deposit is refundable if the pool is left in a clean and organized condition.
 - 1) All trash and garbage must be removed from the site after the party.
 - 2) Trash and garbage are NOT to be left in the pool trash containers.
 - 3) Failure to clean the pool and pool area or to leave the area and equipment in the same condition in which you found it will result in loss of some or all of the cleaning fee AND possible loss of privileges to use the pool to host future Pool Party events.
 - 4) If there is any damage to the pool, fenced pool area, or equipment, the Resident(s) hosts will be billed for the cost of repair or replacement.
 - d. Lifeguards
 - 1) The Resident will pay the additional cost for the lifeguards (salary and associated taxes). There must be a ratio of 1 lifeguard per 20 participants, including swimmers and non-swimmers.
 - 2) Diving boards will not be available if alcohol is to be served during the Pool Party.
 - e. Security Guard: In the event that alcoholic beverages are going to be consumed on Oakwell Farms property during the course of the Pool Party, a security guard must be present and the following guidelines must be observed:
 - 1) The Resident will notify the Association Management Office at the time the agreement is signed that alcohol will be consumed at the event.
 - 2) The Resident will pay the additional cost for the security guard (salary and associated taxes).
 - 3) Diving boards will not be available if alcohol is to be served during the Pool Party.

4. The sponsoring Resident is responsible for ensuring that participants of a Pool Party observe and obey all posted and printed rules.
5. Directives from Lifeguards, and security guard, if present, must be followed at all times. Residents and guests who do not comply with said directives will be required to leave the fenced pool area.
6. Residents hosting a Party Pool are responsible for taking care of the pool and all surrounding areas.
7. If a scheduled Pool Party is to begin during unsupervised swim hours, a Lifeguard will open the fenced pool area for the Pool Party. Until the Lifeguard announces that the pool is open for swimming no one should be in the pool.
 - a. The Lifeguard will obtain a Pool Card from the Front Gate Guard to open the swimming pool area.
 - b. At the conclusion of the party, the Lifeguard will require that all persons vacate the fenced pool area. The lifeguard will return the Pool Card to the Front Gate Guard.
8. Scheduled Pool Parties are **not exclusive**. Non-party residents and guests may use the pool during all unsupervised swim hours.
9. The Resident Host must be present at the swimming pool area for the duration of Pool Party.
10. Oakwell Farms Residents may check the calendar posted on the Oakwell Farms Homeowners Association website (www.oakwellfarmshoa.com) to view scheduled Pool Party events.
11. DISCLAIMER: Oakwell Farms HOA reserves the right to suspend or cancel the swimming privileges of any owner or guest violating these rules. The Association is not responsible for lost or stolen items or for accidents occurring in or around the pool area. In case of emergency, render first aid and immediately telephone for emergency medical services at 911.