

Rules for Parties at the Pool

1. All parties must be hosted by a West Howard Swim Club (WHSC) member family.
2. All party reservations must be requested two weeks in advance either via email (events@westhowardswimclub.com), in-person to the Head Lifeguard, or by phone. In all cases, a completed **Pool Usage Form** must be submitted to the Head Lifeguard within one week of the request. (Be sure s/he puts the date and time of your request on the form.)

If there is more than one request for a large party on the same day around the same time, and both cannot be accommodated without causing undo hardship on the rest of the pool membership, the requestor with the earliest request will have precedence. (This decision will be made by the WHSC Board of Directors.)

3. All party guests must follow the West Howard Swim Club Rules and Regulations.
4. The member family will be responsible for any damage to the facility caused by party guests.
5. If the party requires the presence of additional guards, the host member family may be responsible for the additional guards' salaries. This generally will apply if your party has more than 30 attendees (the *Pool Usage Form* must be used).
6. A final list of attendees must be given to the front desk at least 2 hours before the party starts.

If a party guest not on the final list who is not a member of the WHSC attempts to enter, the host member will be asked to vouch for the additional guest. The guest will be added to the form and pay the guest fee. However, if there are an undo number of additional guests or the number of guests pushes the total over 30, additional guests will be turned away.

7. The lifeguards are present to ensure the health and safety of all people at the pool. However, they are not babysitters. There must be a sufficient number of adults in attendance to ensure that the party guests are under control at all times. (Note: Parents are preferable when parties include children or teens.) *See items 9 and 10 below for parent/child ratios.*
8. Music/entertainment must not be loud enough to bother other pool members. Additionally, the lyrics to any music/entertainment must not be offensive (e.g., obscene lyrics). If there are complaints, the party will be given two warnings. Upon a third complaint, all music must be turned off and/or entertainment cancelled and radios/stereos will be confiscated by the guards. Confiscated items will be returned at the end of the party.
9. Children's Parties (children under 16):
 - a. Adults must be over 21 and present at all times.
 - b. Recommended adult/child ratios:
 - 1) Children under 6: One parent/adult for every four children
 - 2) Children 6 – 10: One parent/adult for every eight children
 - 3) Children 11 – 16: One parent/adult for every ten children
10. Teen/Young Adult Parties (16 – 21):
 - a. No alcohol is allowed (adult or otherwise)

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- b. There must be a sufficient number of adult chaperones over 25 years old (preferably parents) present at all times. It is recommended there be one parent/adult for every ten teens/young adults, with a minimum of two parents.
- c. If at any time it is suspected that any guest has been drinking alcohol, whether at the party or elsewhere, that guest will be required to leave and his/her parent will be notified (if underage). This determination will be at the discretion of the Head Lifeguard or Board member present at the pool.

11. Adult Parties (over 21):

- a. No alcohol is allowed.
- b. Party guests must be under control at all times

12. Reserving space & Decorating:

- a. Please note that we do not reserve any table or pavilion space in advance. All tables and the pavilion are on a first-come, first-serve basis. To ensure you have adequate table space, we recommend you arrive early to reserve table space.
- b. If your party is in late afternoon or evening, you will not be allowed to save unused tables or the pavilion all day. The tables and pavilion are there for member use throughout the day.
- c. You may reserve no more than ½ the pavilion for any party. The other half must be open to the other pool members.
- d. You may move up to two grills to your party area (they do not have to remain in the pavilion area.)
- e. When decorating, remember that no glass is allowed. Also remember there are children under 4 at the pool, so please keep that in mind when decorating.

13. Cleanup:

- a. The member family is responsible for ensuring the party area has been cleaned up after the party, including the removal of all balloons and/or pieces of popped balloons (please note that water balloons are prohibited). Balloons are one of the leading causes of choking in very young children.
- b. All furniture must be returned to its original location (grills, tables, trash cans, etc.)

I, as the host member of this party, acknowledge that I have read and agree with these rules and am responsible for ensuring my party follows these rules.

Member Name (please print)

Date

Member Signature

