

WAYNEWOOD  
RECREATION  
ASSOCIATION

Member  
Handbook

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*Last revised*  
10/17/2011

# WAYNEWOOD RECREATION ASSOCIATION (WRA) FACILITY

## Administrative Office

1027 Dalebrook Drive  
Alexandria, Virginia 22308  
(703) 780-7565  
(703) 799-7809 (Pool Office)

## Swimming Pool

- Two 25-meter swimming pools, one with Duraflex diving board
- Fenced baby wading pool
- One Water slide with 48 foot slide run
- Over 300 pieces of deck furniture (chairs, lounges, tables, and umbrellas)
- Night lighting (pool and deck)
- Over 24,000 sq. ft. of new concrete decks, fully fenced
- Pool house (women and men's bathroom, showers and changing stalls; vending machines, front desk; lifeguard office; lifeguard break room; storage room)

## Playground

- Playset for young children (ages 2 to 5)
- Merry-go-round
- Set of swings (2 infant; 4 regular)
- Large stand alone slide
- Monkeybars
- Tetherball
- Large Sandbox
- Seven benches

## Basketball Courts

- One Basketball court with fencing and lighting

## Tennis Courts

- Three enclosed tennis courts
- Two separate walls for hitting tennis balls

## Fields

- Two baseball diamonds
- Picnic area outside pool house

- Two grills and container for ashes in picnic area

## **Pool Operating Hours**

Saturday of Memorial Day Weekend through Last Day of School

12:00 p.m. to 8:00 p.m.      Monday - Friday, Sunday

11:00 a.m. to 8:00 p.m.      Saturday

Last Day of School through Labor Day

11:00 a.m. to 9:00 p.m.      Monday – Saturday, Holidays

12:00 p.m. to 9:00 p.m.      Sundays

Certain activities (swim team practice, swim lessons, etc.) may take place outside of normal operating hours; however, the pool is not open to the membership during these times. Also, certain sections of the facility may be closed to members due to special events (swim meets, special events, etc.).

The board will decide in August whether or not to keep the pool open past Labor Day weekend based upon available operating funds, weather, and staff availability.

## **BOARD OF DIRECTORS AND EMPLOYEES**

The execution of the functions of the WRA is vested in the association's Board of Directors. The Board of Director's consists of nine (9) members, each elected to a three (3)-year term of office. Each year the Board elects the officers of the association from its membership for the twelve (12) month period following the election of the directors at a general meeting of the association held on the last Monday of September.

The Board of Director's consists of a President, Vice President, Secretary, Treasurer, Membership Chair, Pool Chair, Grounds and Facilities Chair, Special Events Chair and Sports Chair. The Board of Director's is assisted in its functions by two WRA employees: the Business Manager and the Membership Manager. Contact information for the BOD and employees is located on the WRA website ([waynewoodrec.org](http://waynewoodrec.org)).

## **MEMBERSHIP INFORMATION**

### **Types of Membership**

#### *Active Members*

The WRA consists of 515 active members. Active members are eligible to vote at membership meetings, serve on the BOD and entitled to all the benefits of the WRA.

### *Approved Users*

The WRA offers residents of the Waynewood subdivision an opportunity to utilize the WRA facilities and activities under a provisional program (Approved Users) while they are on the waiting list for membership. The number of Approved Users varies from year to year based on the number of individuals eligible to participate and the need to keep the number at a level that will not negatively impact the usage of the facilities.

When Approved Users reach the top of the waiting list and are offered a membership, they must accept and pay the balance of the certificate value and new member fees. Failure to do so will result in immediate termination of the Approved User contract and ineligibility to rejoin the Approved User program for two seasons.

Approved users are not eligible to vote and may not serve on the BOD.

### *Leased Memberships*

Active Members may allow their tenants to use their membership for the duration of their lease. The BOD recommends that members mention in the lease agreement that the renter is responsible for paying the annual dues by April 1<sup>st</sup> each year and the lease of the membership will terminate the same day as the lease agreement. Individuals leasing a membership are not eligible to vote on WRA business or serve on the BOD. **The Active Member remains responsible for the membership and must ensure that annual dues are paid. Failure to meet this obligation may result in the sale of the membership in order to recover the debt.**

### *Associate Members*

Memberships are held in the name of the homeowner(s), which may be issued under one name or held jointly. Those whose names are on the certificate, approved user contract or leased membership are considered members. All other persons residing in the household are listed as associate members. There is a one-time fee of \$7.00 to add an associate member.

## **Annual Dues**

The Board of Directors establishes the amount of annual dues based on the membership-approved annual budget at the General Membership meeting on the second Monday of February. Dues must be **paid in full by April 1<sup>st</sup> of each year**. If dues are mailed, **they must be postmarked no later than March 27th**.

**ANY DUES NOT PAID BY APRIL 1 ARE SUBJECT TO (AND PAYMENT MUST INCLUDE) A \$50.00 LATE FEE.** Members who have not paid their annual dues will be denied access to the pool until the dues and \$50.00 late fee are paid.

Members are reminded, **IF YOU HOLD A MEMBERSHIP CERTIFICATE IN THE WRA, YOU ARE OBLIGATED TO PAY THE ANNUAL DUES.** Failure to meet this obligation may result in the sale of your membership in order to recover the debt, as laid down in the Association By-Laws (Article XI, Paragraph 2). If your membership is sold for non-payment, you shall be denied re-entry to the Association for two full seasons.

## **Procedures for Terminating Membership**

### ***Selling Your Home***

If you are selling your home, you may sell your membership to the new homeowner. Please contact the Membership Manager for information regarding the procedure for turning your active membership into a Certificate of Interest. The Certificate of Interest is negotiable upon the sale of your home (not the membership certificate).

**The Approved User agreement is not transferrable** and may not be conveyed with the sale of a home or for any other reason.

### ***Selling Your Membership***

As provided in the Association by-laws, "Any holder of an active membership certificate is required to pay annual dues and assessments, whether or not they use the facilities." Therefore, if you would like to terminate your membership, please call the Membership Manager prior April 1<sup>st</sup>, so that you will not be obligated to pay this year's dues. If you quit the Association and remain in the area, you cannot rejoin the Association for two summers.

If you leave in mid-season, dues refunds are pro-rated as of the day you turn in your certificate.

## **Super Sunday**

Super Sunday is an event on the WRA grounds where representatives of the tennis program, the swim team and Special Events Committee advertise their programs for the upcoming season. In addition, opportunities for volunteering for each of these are available to the membership. Early registration for the swim and tennis teams can be completed, team apparel can be ordered. The date for Super Sunday is announced in the annual dues notice each spring.

## **POOL ACCESS**

To gain access to the facility, you are required to enter your membership number into the computer at the gate. . The gate attendant will verify your membership by looking at the photographs in the computer that correspond to your member number. If your photo is not present, a photo must be taken before you may enter the pool. You must wait until the gate attendant has viewed the photograph before you may enter the pool.

This procedure applies to entry to both the pool and the tennis courts. We require the pool management company to verify the membership of all persons entering the facility.

If you play tennis and enter when the lobby is not open, you must be prepared to provide your member number upon request of a Board member or lifeguard.

## **Guest Privileges and Fees**

All temporary guests must be accompanied to the pool or tennis courts by a member or an associate member. Guests who live in this area and are eligible to be members are allowed up to 3 visits per season.

If you are bringing a guest, you must inform the gate attendant, sign in the guest, and pay the \$2 per person guest fee by check. Due to IRS regulations, the check **MUST** be written by the member. Gate attendants may not accept cash under any circumstances.

If you wish to purchase guest pass tickets in advance, leave a request and a check at the desk and the Business Manager will leave the tickets with the gate attendant.

## **House Guests**

House guests are persons who stay at a member's house overnight and do not reside in the local area (which consists of Alexandria City and the Alexandria area of Fairfax County). Houseguests may use the facility unaccompanied by the member once the member has signed for the guest. **WRA MEMBERS WHO PROVIDE DAY CARE IN THEIR HOMES MAY NOT USE THIS HOUSE GUEST PROVISION FOR THE CHILDREN OF NON-MEMBERS IN THEIR CARE.** Houseguest fees are as follows:

\$8.00 per person or \$16.00 per family per week, whichever is less

\$25.00 per person or \$50.00 per family per month  
\$40.00 per person or \$80.00 per family per swim season

Arrangements for houseguests to gain access to the facility must be made by an adult member at the pool desk. Requests for houseguest privileges on a weekly, monthly, or season-long basis must be made in writing, listing all the names of the guests and the ages of any guest under age 21. The request should include a check for the appropriate fee. Forms for this purpose may be obtained at the pool desk or from the Membership Manager. The pool manager may bring suspected abuses of the houseguest privilege to the attention of the Board of Directors for appropriate action.

### **Visiting Children, Grandchildren, and Grandparents**

In keeping with prior Board practice, guest fees are not required for **VISITING** adult sons and daughters. Their husbands and wives, and all grandchildren, may be added to an active membership as Associates for a one-time fee of \$7.00. This privilege is further extended to visiting grandparents. Such adult children, grandchildren, or grandparents must be accompanied on their first visit to the pools or tennis court by the member. Please contact the Business Manager to add Associate Members to your membership.

We must emphasize that this privilege is intended for **VISITING** family members, not for those who live in the local area and could be members in their own right.

Furthermore, this privilege does NOT allow these extended family members to become active members on either the tennis or swim team.

### **Baby Sitters**

Members may send their children to the pool with baby sitters that are at least 13 years of age. All babysitters who are not WRA members must enter on a daily guest pass, or a season-long guest pass may be purchased for \$40.00. In either case, the babysitter may only be admitted when accompanying the member's children – not at other times of the day.

Passes for live-in babysitters or au pairs can be obtained for the sum of \$40.00 per season. Usage of the facilities by live-in babysitters or au pairs **is not limited to the times when the live-in babysitter or au pair is watching the member's children**. The au pair or live-in babysitter may use the facility as an Associate Member at the discretion of the member as long as the au pair or babysitter is in the employ of the member.

## **Use of the WRA Facility for Private Parties**

The Board has established a committee to consider “Special Occasion Requests” for birthday parties, office parties, anniversaries, sporting events, etc. These requests must be submitted in writing at least two weeks prior to the event, and must explain the date, time, number of persons expected, and any other special circumstances. If the pool facility is to be used, all non-members must pay the \$2 guest fee. Please contact any board member for information on scheduling an event. Prior arrangements help ensure that sufficient lifeguards are available.

The WRA policy guidelines and the form to be used to request use of the facilities are provided at the end of the handbook as well as the WRA website ([waynewoodrec.org](http://waynewoodrec.org)).

## **WRA RULES AND REGULATIONS**

All members, associates, and guests use WRA facilities (including the swimming pools) at their own risk. The Association cannot be responsible for the loss, theft, or damage to personal property, including articles left in automobiles parked in the WRA parking lot.

The Board of Directors has adopted the following rules and regulations to govern the activities of the Association and provide a safe and pleasant environment. Members should instruct their children to respect these rules. Members are also encouraged to offer suggestions for improving the management or operation of the Association. Please submit suggestions in writing to a Board Member.

### **General Rules and Regulations**

1. Members, associates, or their guests who cause willful or malicious damage to WRA property shall be held responsible for reimbursing WRA for such damage. Those who cause such damage may be expelled from membership and prosecuted under the law.
2. All bicycle riders must ride carefully and park their bicycles in the racks provided. Parked bicycles should be locked. The WRA cannot be responsible for lost, damaged or stolen bicycles.
3. Games and other activities which may damage trees, shrubs, parking areas and sidewalks are not permitted.
4. Closing time for the recreational areas will be 10 p.m. Unauthorized persons in the area after 10 p.m. will be considered trespassers, and the police may be summoned.

5. No part of the WRA facility may be used to operate power-driven models, scooters, airplanes, racing cars, go-carts, or mini-bikes.
6. Golf practice with regular golf balls is not permitted; practice with whiffle or other soft, light balls is acceptable.
7. No firearms of any kind may be carried or discharged on WRA property.
8. Fireworks are not permitted on the WRA property.
9. Offensive language or other objectionable personal conduct will not be permitted on WRA property. A warning will be given to any member who uses offensive language and the WRA reserves the right to expel a member for the entire season if the member does not cooperate with the warning.
10. No alcoholic beverages may be consumed on WRA property unless part of a special event authorized and supervised by the Board of Directors. The Board will obtain a Fairfax County alcoholic beverage permit before holding any such event.
11. Members, associates and their guests should use the parking lot whenever possible to avoid parking on adjoining neighborhood streets.
12. The emergency and delivery lane between the parking lot and the pool house must be open and unobstructed at all times. Violators will be towed at the owner's expense.

## **Pool Rules and Regulations**

1. Food, candy, and drinks must be consumed in the areas designated and marked for that purpose. These areas are located inside the fenced area by the pool house and in the grassy area in front of the WRA facilities. No eating is permitted in the pool facility.
2. *Supervision of Children in Pool:*
  - a. All children ages 9 and under must be accompanied by an adult or babysitter unless registered for and participating in a WRA sponsored team or camp.
  - b. Children ages 9 and under must pass a swimming proficiency test before being allowed to swim without the **DIRECT SUPERVISION** of an adult or babysitter. **DIRECT SUPERVISION** means that the person supervising the child must be in or at the edge of the pool within arm's reach of the child. The parents/supervisors of the children ages 9 and under who have

passed the annual swimming proficiency test must remain on the pool deck at all times when their children are in the pool.

- c. Children ages 10-12 may be allowed, with parental permission, unaccompanied access to WRA pools if they pass the swimming proficiency test.

### 3. *Swimming Proficiency Test Rules*

In order for children ages 9 and under to swim alone or beyond an adult or babysitter's reach, he/she must demonstrate the ability to:

- a. Swim one length (25 meters) unassisted.
- b. Tread water for one (1) minutes.

The lifeguard staff will administer the swimming proficiency test and record the names of those children who pass the test. Children 9 and under must pass this test every year in order to swim alone or beyond an adult's reach.

### 4. *Sitters:* All sitters must be at least 13 years old in order to baby-sit at the pool.

### 5. *Baby Pool:* Use of the baby pool is restricted to children 5 years of age or younger. **All children using the baby pool must be directly supervised by a parent or sitter at all times.** Children who are not toilet-trained **must** wear swim diapers while in the pool.

### 6. *Lap Pool:*

- a. Only persons who can swim at least one length of the pool unassisted are allowed in the lap pool.
- b. The WRA endorses the United States Swimming's "Conventions of Courtesy, Rules of the Road for Lap Swimmers" (copies available in the manager's office) which specifies that when the number of lap swimmers exceeds the lanes available, swimmers will share lanes and swim in a counterclockwise circle while yielding to faster swimmers.
- c. Lap Pool Special Use Hours and Restrictions:
  - i. The lap pool and deck areas are restricted to adult use only with **no exceptions** from 2:00 p.m. to 4:00 p.m. daily. No children, even if accompanied by a parent, are allowed in the lap pool at this time.
  - ii. The lap pool is reserved for adult lap swimming daily from 6:00 p.m. to 8:00 p.m., with the following exception: *Children may utilize the lap pool during this time only if the following conditions exist:*
    - a) They are accompanied by a supervising adult.
    - b) A lane is available. (Children must exit if an adult arrives to use a lane.)
    - c) They utilize the pool for the express purpose of lap swimming.

- d. Swimming lessons may be given in lanes one (1) and six (6) of the lap pool from 11:00 a.m. to 2:00 p.m. during the week.
  - e. The swim team may use the lap pool from 3:00 p.m. to 6:00 p.m. until school lets out for the year; thereafter, swim team practice is held in the morning before the facility opens.
  - f. The swim team may use one or two lanes of the lap pool for clinics and supplemental practices from 4:00 p.m. to 5:00 p.m. Tuesday through Thursday.
  - g. The lap pool will be closed for swim meets at various times throughout the season. Specific times will be posted in the pool lobby. Lane ropes will be installed in the main pool during evening swim meets.
7. *Slide Rules:* The following rules apply to the slide and will be posted on a sign at the base of the slide.
- a. Obey all lifeguard instructions.
  - b. Bathing suites only.
  - c. Must be 54” tall, pass swim proficiency test, or have a parent waiting in the landing zone.
  - d. One person at a time. Do not mount ladder until previous slider has left the landing zone.
  - e. Slide seated, feet first. No diving, kneeling, standing, rotating, tumbling, or stopping in the slide.
  - f. Leave the landing zone promptly.
8. *Diving Board:* Only one person at a time may stand upon the diving board. Excessive bouncing or (unsafe) advanced “trick” diving (as determined by the guard on duty) by inadequately trained and/or unsupervised divers is prohibited.
9. *Break Time:* Each hour, there will be a fifteen (15) minute break at fifteen minutes before the hour unless a special event is underway. Children under the age of 16 are not allowed in either the main or lap pool at this time.
10. *Safety and Health:*
- a. Parents or the persons they designate shall ensure that children who are unable to swim do not leave the shallow end of the main pool.
  - b. Children who are not toilet-trained **must** wear swim diapers while in the pool.
  - c. All swimmers must shower on the premises with soap and water before entering a pool; this is a Fairfax County Department of Health requirement.
11. *Admission Not Permitted:* No one will be permitted to enter who:
- a. Is under the influence of drugs or alcohol; or
  - b. has a skin infection, open sores or bandaged wounds, inflamed eyes, communicable disease of any kind, or excessive sunburn.

12. *Pool Closure*: The pool manager will close the pools whenever weather directs and/or for health or safety reasons.
13. *Prohibited Items*:
- a. Pets
  - b. Hard street shoes on the pool deck – shoes of any kind are not permitted in the pools or on the diving boards.
  - c. Food, candy, gum, or soft drinks, except in the designated eating area.
  - d. Glass bottles or containers (including baby bottles).
  - e. Small toys in the baby pool (unless approved by the manager).
  - f. Hard balls (rubber, tennis), inner tubes, flotation devices, including “noodle” type devices and other items, unless approved by the manager. Nerf ball play is permitted, although it will be suspended when the pool manager determines that such play is hazardous due to crowding in the main pool.
  - g. Masks, fins, snorkels, etc., may be allowed at the pool manager’s discretion.
14. *Conduct*: Rough play and running will not be permitted in the pool or pool areas. Dunking (pushing another person’s head under water) will result in immediate expulsion from the facility for a period to be determined by the pool manager. Climbing fences is strictly prohibited.
15. *Sidewalk Access*: So that access to the facility is not impeded, ball playing, bike riding, scooter riding, and roller-skating are prohibited from the walkways leading to and in front of the facility.
16. *Telephones*: The telephone in the manager’s office is for the pool management company’s use only. The phone located in the eating area is for “Emergency Use Only”. Note: There is no paging available at the pool and the gate guard who answers the phone cannot leave his/her post to notify members of incoming calls.
17. *Restrictions to General Use*: Use of the pools may be restricted to permit special events authorized the Board of Directors. Notice of special use closing shall be posted in advance.
18. *Rule Enforcement*: All rules will be strictly enforced. The pool manager may suspend pool privileges for up to 2 days for a serious rule violation. Repeat and serious violations will be referred to the Board for further action.
19. *Suspension*: Any member or guest who impedes a lifeguard in the performance of duties will be suspended for at least two days. The directions of lifeguards must be obeyed immediately. Disputes about the lifeguard’s directions should be addressed to the pool manager. Lifeguards shall not

engage in any activity, or be distracted by an activity, that prevents them from performing their duties.

20. *Identification and Proofs:* To ensure proper enforcement of these rules, the pool management company and/or the Board of Directors, may require proper identification of proof of age, babysitting arrangements, guest relationships, or other factors necessary to apply these rules. Refusal to comply may lead to suspension.
21. *Complaints, Praise, and Suggestions:* All complaints, praise, and/or suggestions shall be made or given to the pool manager, or if no immediate response is desired they may be placed in the suggestion box located in the pool lobby. In no case shall a member attempt to discipline pool management company staff. If a member is unable to resolve differences with the pool management company, bring the problem to the attention of the Board of Directors through the Pool Chair.
22. *Changes:* The Board of Directors reserves the right to change any of these rules and regulations upon the advice of the pool management company or its own initiative without prior notice. Notice will be posted as soon as possible to inform the membership about any change.
23. Public Address (PA) System Rules and Regulations:
  - a. This PA system is intended as a recreational and informational device. Any misuse by WRA members, staff of the WRA or staff of the pool will result in immediate dismissal of said members, WRA staff member or pool staff member.
  - b. Music may be played on the PA system during the following times:
    - 12:00 p.m. to 1:00 p.m.
    - 7:00 p.m. to 8:00 p.m.
  - c. Music on the PA system will be played at no louder than the level marked on the apparatus. This level will be set by the WRA Pool Director and will not be violated unless in an emergency situation or approved by any WRA director.
  - d. The music allowed on the PA system will come from the following sources:
    - 107.3 (Top 40)
    - 100.3 (Oldies)
    - 98.7 (Country)
    - A WRA Director's iPod
  - e. The PA system may also be used for WRA sanctioned activities such as End of the School Year Party, Fourth of July and the Adult Pool Party.
  - f. In addition to the entertainment activities, the PA system may be used for notifying the WRA membership of weather conditions, emergency announcements, membership-related announcements (such as pizza

deliveries, lost children, etc.) and any other membership-wide announcements that the pool staff may need to announce.

## TENNIS RULES AND REGULATIONS

The WRA is affiliated with the United States Tennis Association (USTA) and is dedicated to providing rules, procedures, services and maintenance that will allow the largest number of WRA members to enjoy the facilities.

Your suggestions and volunteer efforts are essential to a successful program. You may contact the Sport's Chair at any time.

Every player on the courts must be a WRA member or a valid guest. Periodic inspections will be conducted to ensure that MEMBERS AND THEIR GUESTS ONLY are using the tennis facilities. Only overnight house guests will be permitted to use the courts without being accompanied by a WRA member.

1. *Who Can Play:* Members of WRA and their authorized guests. WRA procedures for guests and guest fees apply to guests using the tennis courts.
2. *Tennis Etiquette and Sportsmanship:* All WRA tennis players and guests are expected to follow established tennis etiquette and to exhibit a high level of sportsmanship. Learn the rules, respect the rights of others, and enjoy the game.
3. *Reservations:* Courts 1 and 2 may be reserved in advance by signing up on the sign-up sheet located by the gate to Court 3. Court #3 is available on a first-come, first-served basis.
4. *Procedures for Making Reservations:*
  - a. The sign-up sheets will be posted two days in advance at 9:00 p.m. daily starting in May. For example, on Mondays at 9:00 p.m., the sign-up sheet for Wednesday will be posted. On any day that the pool closes early (rain, scheduled activities), the sign-up sheet will usually be posted at the time the pool closes.
  - b. First and last name, plus membership number, must be entered on the sign-up sheet. Names of all other players must be listed before play begins. Mark guests names with a "G". Spot checks will be made to ensure that members follow these rules.
  - c. Procedures listed on the sign-up sheet must be followed. Reserved time limit is 1 hour for singles; 90 minutes for doubles.
  - d. On weekday evenings (6:00 p.m. to 10:00 p.m.), and on weekends and holidays, at least one player must be in one of the following categories if others are waiting to play:
    - 1) During the school year, full-time employed or student in junior high or older;  
or
    - 2) During summer vacation, full-time employed.

- If either of these conditions is not met during the restricted period, players must relinquish courts when asked to do so.
- e) *Court 3 (unreserved play)*: With the exception of lessons or group events approved by the Tennis Chair, Court 3 cannot be reserved in advance. When you begin play on Court 3, sign in with your start time. Time limits are 45 minutes for singles and 1 hour 15 minutes for doubles.
  5. *Group Tennis Activities*: Group activities may be scheduled on all courts. Examples of group activities include team practice, authorized lessons, round robins, and team matches. Only the Tennis Chair may reserve block times for group activities, and this will usually be done before the sign-up sheet is posted. Group activity coordinators are responsible for ensuring clearing their activity through the Tennis Chair and that block times are minimized.
  6. *Tennis Court Keys*: WRA tennis players must obtain a tennis court key to use the tennis courts. Courts are kept locked at all times when the pool is not open. Keys are available from the Tennis Chair at a cost of \$15 payable by check made out to the WRA.
  7. *Tennis Lights*: Players may operate the lights from early dusk to 10:00 p.m. during the spring and summer months. Winter curfew is 9:00 p.m. The switch is on the pole nearest the gate at Court 3. The lights will remain on for intervals of 20-25 minutes. A red warning light will flash when the lights are within 5 minutes of turning off. Players must push the switch to reset the lights for the next interval. If the lights go out, there is an unavoidable 5-10 minute cool-down and restart time. Just push the switch and wait.
  8. *Equipment Restrictions*: No skateboards, bikes, scooters, or other recreational equipment except tennis-related equipment are allowed on the courts. No pets are allowed on the courts at any time. Courts are to be locked at all times, except during pool hours or while someone is actually playing. The last person to leave the courts will ensure that they are locked.
  9. *Rules Enforcement*: Violation of these rules will result in restrictions and/or suspension of the right to use the courts, at the discretion of the WRA Board of Directors. Any disputes over the rules or their enforcement should be brought to the attention of the Tennis Chair, or to another member of the Board.

## **ACTIVITIES AT THE WRA FACILITY**

### **SWIMMING LESSONS**

Swimming lessons will be provided by the pool management company. Watch for signs to be posted in the pool house as well as information to be posted on the website for

sessions and registration. In addition, the management company may also provide private lessons throughout the summer tailored to individual (child or adult) needs.

## **AQUAFIT EXERCISE**

For those of you not familiar with this form of exercise, Aquafit is not strenuous, does not require the ability to swim, and does not even require getting one's hair wet. Classes are held each Monday, Tuesday and Thursday from 9:00 to 10:00 a.m. once school is out.

## **WAYNEWOOD SWIM TEAM**

The WRA sponsors a swim team for its younger members. The Waynewood "Dolphins" Swim Team is a member of the Northern Virginia Swim League (NVSL). The NVSL is the largest summer swim league in the U.S., with 102 community pool teams divided into 17 divisions of six teams each.

*Swimmer Eligibility:* A swimmer must be a member of WRA and not turned 19. There is no minimum age, but children must be able to swim at least one length of the pool unassisted. Competition in meets is encouraged but not mandatory. Due to the large number of swimmers, small coaching staff, and short swim team season, the team is not a "learn to swim" program and does not provide basic swimming lessons. The pool management company offers group and private swimming lessons for those who want or need more individualized stroke training. Also, the swim team is not an alternative to babysitting.

*Practices:* Practices are held in the mornings before the pool is open. Swimmers are grouped according to age and ability. There may be additional practices and clinics scheduled from 5:00 p.m. to 6:00 p.m. at the discretion of the coaches. Practices are held after school hours until school ends in June.

*Competitive Groupings:* Boys and girls compete in separate events and are grouped according to age: 8 and under, 9&10, 11&12, 13&14, and 15-18. Both boys and girls compete in four strokes – freestyle, backstroke, breaststroke, and butterfly.

*"A" Meets:* Dual ("A" meets) are held every Saturday morning starting the third Saturday in June and continuing through July. The division championship is determined by the team with the best record for the five-meet season.

*"B" Meets:* Informal, non-scored, "B" meets are held Monday evenings between Waynewood and other local teams. "A" swimmer participation in "B" meets is restricted.

*Awards:* Colored NVSL ribbons are presented to the swimmers for first through sixth place in "A" meets. Waynewood awards ribbons to all competitors at "B" meets. At the end of the season Awards Banquet, every swimmer, regardless of age or skill level, is recognized with an award.

*Coaching Staff:* The head coach is usually an experienced coach or a current or former year-round, USS or college swimmer, and is usually aided by one or more assistant coaches.

*Team Representative:* The Waynewood team representative acts as the official representative to the NVSL and directs all aspects of the team – orders team suits, coordinates meets and concession sales, selects team awards, etc. The team representatives can be found on the WRA website ([waynewoodrec.org](http://waynewoodrec.org)).

*Volunteers:* Hosting either an “A” or “B” meet is no small task; success depends on a great deal of volunteer support. Parents of each swimmer are required to volunteer at a specific number of meets. This is an excellent opportunity for parents to get involved in their child’s activities and to meet other parents in the neighborhood.

*Registration:* Although a registration day (Super Sunday) is held about a month before the pool opens, swimmers may join the team at any time. Contact the team representative for further details.

## **MASTERS SWIMMING**

The WRA traditionally hosts two Masters Swimming clubs, doubling the Masters Swimming options available to WRA members. Alexandria Masters Swimming (AMS) and Fort Belvoir Swim Team (FBST) will offer workouts at the pool every day of the week except Sunday from 6:00 a.m. to 7:00 a.m.. Both clubs are registered with United States Masters Swimming, a national organization that promotes organized swimming for ages 18 and older.

Day	Time	Club	Notes
Monday	0600-0700	FBST	
Tuesday	0600-0700	AMS	
Wed.	0600-0700	FBST	
Thursday	0600-0700	AMS	
Friday	0600-0700	FBST	
Saturday	0830-1000	AMS	No Saturday workouts when Dolphins have a home meet.

Most Masters Swimmers join for fitness. A few are looking for triathlon conditioning or for training to compete in local swim meets. Masters Swimmers enjoy the support of fellow swimmers in pursuit of their swimming goals and have the chance to benefit from the social aspects of with others who share a love of swimming.

The Masters Swimming program centers on one-hour workouts conducted by a swim coach. Workouts emphasize conditioning and improvement of swimming technique. Occasional clinics with video instruction and video recording analysis are part of the

regular program. Swimmers also have the opportunity to socialize outside the pool at happy hours, picnics, or dinner.

In addition to workouts at WRA's lap pool, both AMS and FBST offer other day and evening workouts at neighboring outdoor pools, beginning in June and running through Labor Day. AMS and FBST members can swim at any of the workouts sponsored by their club.

Masters Swimming is a wonderful way to resume swimming, to improve fitness, or to train for competition. WRA members can join AMS or FBST at any time. They need not wait until Super Sunday. Both clubs schedules and fees are posted on their web sites ([www.alexandriamasters.com](http://www.alexandriamasters.com) and [www.fbst.com](http://www.fbst.com)).

## **TENNIS PROGRAM**

### **Professional Instruction**

The WRA has engaged Mount Vernon Athletic Club to conduct an active program of individual and group instruction for adult and junior WRA tennis players.

**Details on times and dates of camps, teams and lessons as well as contact names and numbers can be found on the WRA website ([waynewoodrec.org](http://waynewoodrec.org)).**

### **Junior Tennis Team**

The WRA Junior Tennis Program includes instruction, ladder play, and competition against other area clubs' Junior Teams. Waynewood fields boys and girls teams. Each team includes players in four age brackets (10-12, 13-14, 15-16 and 17-18).

### **Junior Mini-Camps**

The junior mini-camps introduce 5 to 8 year olds to tennis and emphasize fun, hand-eye coordination, and basic stroke production.

### **Junior Camps**

The junior mini-camps introduce 8 to 15 year olds to rules, scoring, tennis etiquette, and fundamental stroke techniques.

### **Adult Tennis**

Adult tennis includes team play as well as regularly scheduled doubles sessions and free drills to sharpen your game. All teams are looking for more players. Because of typical Waynewood work, travel and vacation schedules, team captains have lots of opportunities for players to participate in matches.

To learn more specifics about dates and times of practices, drill sessions and matches, please visit the WRA website at [waynewoodrec.org](http://waynewoodrec.org) or contact the Tennis chairman.

## **SANDBOX TOTS**

The WRA may offer a Pre-K camp called Sandbox Tots if the Special Events Chair is able to find a WRA member(s) who is/are ready and willing to oversee and coordinate the camp. Watch for information to be posted in the pool house and on the WRA website ([waynewoodrec.org](http://waynewoodrec.org)).

## **Basketball Camps**

The WRA may offer basketball camps for various ages if the Sports Chair is able to find a WRA member(s) who is/are ready and willing to oversee and coordinate such a camp. Watch for information to be posted in the pool house and on the WRA website ([waynewoodrec.org](http://waynewoodrec.org)).

## **GUIDELINES FOR REVIEWING REQUESTS FOR USE OF WRA FACILITIES BY OUTSIDE ORGANIZATIONS**

The Board will use the following guidelines in reviewing requests for use of WRA facilities by outside organizations. In order to reserve a field or host an event, please go to the “reserve field and facilities” page on the website to download the necessary forms. If you have any questions, please contact the Vice President via the contact information.

1. Discrimination. The Board shall avoid discrimination based on race, religion, ethnicity, or national origin.
2. Sponsorship by WRA Member. One or more WRA members should sponsor requests for use of WRA facilities by nonmembers. A WRA member should be present during approved use.
3. Benefit to WRA Members. Normally requests for nonmember use should demonstrate significant benefit to WRA as a whole in terms of its commitment to the enhancement of the local community or to some WRA members. The proportion of WRA members and nonmembers involved or potentially involved should be considered. However, benefit to nonmembers should not disqualify a particular group or activity from using WRA facilities.

4. Precedent. Although precedent is not legally binding, the Board should respect prior rulings and should change prior rulings only if there is substantial reason to do so.
5. Consistency. The Board should be consistent in its treatment of similar groups except that approval on a first-come, first-served basis may be appropriate where WRA can only accommodate a limited number of groups or activities because of constraints due to hours of availability or wear and tear on WRA facilities. Continuation of a long-established relationship with a particular, such as the Fort Hunt Youth Athletic Association, may be appropriate.
6. Physical Impact on Facilities. The Board should consider possible overuse and wear and tear on the WRA facilities.
7. Overcrowding. The Board should avoid overcrowding of facilities and undue interference with WRA members' use. The time of year may be relevant where overcrowding is a factor.
8. Impact on Neighborhood. The Board should consider the impact of nonmember use, such as parking, noise, traffic, and time of day, on the neighborhood.
9. Reciprocity with Other Clubs in the Area. The Board should attempt to accommodate reciprocal arrangements with other clubs for their mutual benefit.
10. Fees. Although WRA normally does not charge a fee for members' use of WRA facilities, the Board may charge a reasonable fee to cover administrative expenses, maintenance, and wear and tear related to the use. The Board shall seek reimbursement for any damage to WRA facilities.
11. Insurance. The Board should determine the potential liability of WRA in granting the request and should request that the requesting organization provide a copy of its insurance policy.
12. Local Community Events and Access. The Board should consider the following factors involving community events and access.
  - a. The WRA Board sponsors the following events on a regular basis.
    - i. Waynewood 4<sup>th</sup> of July celebration.
    - ii. End-of-School-Year Party.
    - iii. Waynewood Dolphins Award Banquet.
    - iv. Easter Egg Hunt.
    - v. Adult Summer Party(ies).
  - b. WRA occasionally opens its facilities to the local community for special events.
  - c. In addition, WRA wishes to accommodate the community if possible with respect to nonmember use of WRA facilities with uncontrolled access, such as the playground and basketball court, but reserves the right to

restrict nonmember use if the influx of nonmember groups or individuals overflows the facilities and interferes with the members' use.

13. Swim, Tennis, and Other Sports League. The WRA Board should fulfill its responsibilities to the swim, tennis, and other sports leagues in which significant numbers of WRA members participate by making its facilities available for the activities of those leagues.
14. One-Time Family Events. The Board may approve one-time family events that include nonmembers, such as birthday and anniversary parties or other family gatherings.
  - a. The Board charges the WRA member/host for the non-members at the standard fee for guests (\$2.00/guest payable by check).
  - b. The WRA member/host for the event provides the Pool Desk with a list of the non-members attending the event.
  - c. In evaluating requests for one-time family events, the Board should consider potential overcrowding. See paragraph 7 above.
15. Office Parties. The Board does not approve use of WRA facilities for office parties. However, WRA members may use their normal allocation of guest passes for business clients.
16. Commercial or Profit-Making Activities. The Board shall not authorize the use of WRA facilities for:
  - a. Purely commercial activities open to the general public.
  - b. Profit-making activities of an organization.This does not bar involvement of a paid coach.