



City of Allen
Joe Farmer Recreation Center



Hours of Operation:

Monday–Thursday	6:00a.m. – 10:00p.m.
Friday	6:00a.m. – 9:00p.m.
Saturday	10:00a.m. – 6:00p.m.
Sunday	1:00p.m. – 6:00p.m.

Please watch for posting at the rec center to state when the center will be closed for holiday observances

*Membership and class processing stops 30 minutes prior to closing for the day.

Membership ID Cards

1. A valid Recreation Center ID card must be carried at all times in order to use the building. If a member does not have a valid Recreation Center ID card they must present some form of picture ID. The member can visit the Recreation Center up to two times within a month without their picture ID. On the third infraction, they will have to purchase a new ID card for \$5.00.
2. An individual must be 7 years of age to receive a yearly membership card.
3. During busy times STROLLERS will not be allowed on the track due to the size of the running/walking area.
4. Joe Farmer Recreation Center membership I.D. cards are issued up to 30 minutes prior to closing.
5. Anyone not possessing a valid Recreation Center ID card will be asked to identify himself/herself as a member and a check will be done. Membership cards are required for access to the facility per rule number 1. (Periodic checks by staff will take place throughout the day).
6. Recreation Center ID cards will expire a year from the date of purchase.
7. Recreation Center ID cards are the property of the City of Allen. Thus, they can be revoked for reasons of misconduct, etc. (see Enforcement and Appeals section)
8. A fee of \$5.00 will be charged for lost or destroyed cards. The fee will be used to duplicate the original. This fee does not apply to a new membership or renewing a membership. Renewing memberships must request a new card at time of renewal.
9. Members are allowed one guest per visit for a \$5.00 fee. The member must accompany the guest while in the building. Guest must abide by recreation center rules. A guest's actions are the responsibility of the sponsor member.

10. Equipment may be checked out with a Recreation Center ID card ONLY. The person to whom equipment is issued must return the equipment, in order to receive their membership card.

Rules and Regulations for Administration of the Facility

1. Recreation Center members MUST verify residency or non residency. To qualify as a residence they must live in Allen, pay ad valorem taxes, or work in Allen. Ad valorem taxpayers shall include apartment dwellers, property owners and hotel/motel guests.
2. Children six (6) years and under MUST be supervised by a membership holding parent or guardian, 18 years or older, at all times.
3. Smoking and the use of other tobacco products are prohibited.
4. Use of alcohol/narcotics or public intoxication is not allowed on city property.
5. Profane or abusive language will not be tolerated.
6. Weapons are not allowed in the building (sling shots, knives, guns, bow and arrow, clubs and like items, etc.).
7. Appropriate clothing is required in the facility. Clothing may not excessively expose the midsection. Shorts and pants must be worn at the waist. Shirts and shoes must be worn at all times.
8. Clothing with offensive words or symbols is prohibited.
9. Food, drinks, candy and gum are prohibited in the racquetball courts, fitness area and gymnasium. (see Fitness Room section for exception)
10. Skate boards, roller blades, or bicycles are not allowed in the building or on the stage. Bicycles must be parked at the bike rack in front of the building not near doorway entrances.
11. Basketballs or related gym equipment are not to be used in any part of the building outside the gymnasium.
12. No pets allowed except those trained to assist individuals with special needs.
13. Proper care shall be given to all equipment, basketballs, tables, chairs, etc. Rough treatment or abuse of equipment will be grounds for forfeiting usage. Replacement fees may be charged.
14. Portable music volume should be kept down low for individual use and shall not disturb other patrons in the building, earphones should be used.

15. Music with offensive language is prohibited.

Gymnasium Use, Rules and Regulations

1. Gym is designated for side half-court free play (pickup) basketball games on goals. The half-court closest to the gym entrance is reserved for side full-court games when 6 or more players are present. The opposite half-court is for free shooting at all baskets. Only half-court basketball games are allowed.
2. Only court shoes are allowed on the gym floor. Hard sole or black sole shoes are not allowed.
3. Food, drinks, gum and candy are prohibited in the gym.
4. Team and/or organized practices are prohibited in the gym during open play.
5. Football, soccer and other outdoor sports are prohibited in the gym (except for Recreation Center courses).
6. Prohibited acts include dunking the basketball, grabbing or hanging on the rim, foul or abusive language and fighting. The severity of the misconduct may warrant removal from the facility, suspension or termination of facility use privileges.
7. Free-play (pickup) basketball rules and sign-up sheets are posted in the window in the west end of the gym when enforced.
8. No basketball during open play volleyball and No volleyball during open play basketball.
9. Review gym schedule regularly and be aware of basketball, volleyball and open play times.

Fitness Room Use, Rules and Regulations

1. Members must be 16 years of age or older to use the fitness room without adult supervision. **NO ONE UNDER THE AGE OF 14 IS ALLOWED INTO THE FITNESS ROOM. Members 14 & 15 years of age must be accompanied by an adult 18 years or older at all times.**
2. Members may be asked to show their membership ID upon entering the fitness room.
3. Appropriate athletic attire must be worn in the fitness room. Shirts and closed toe athletic shoes are required at all times. Clothing may not excessively expose the midsection. **THONGS and MID DRIFTS ARE PROHIBITED. NO EXCEPTIONS.**
4. A 20-minute cardio/5-minute cool down time limit will be set for each piece of equipment. Members will be required to sign up for the next usage and are asked to be considerate and not exceed the 25-minute time limit on the equipment.

5. Members are strongly encouraged to bring a dry towel and to wipe down equipment after each use in consideration of other members.
6. Members are asked to be courteous of others working out. Please do not sit on machines while resting or visiting. Please work other members in when possible.
7. All equipment must be returned to the appropriate storage location after use.
8. Spotters are required at all press stations. The recreation center staff is not considered a spotter.
9. Only bottled water will be allowed in the fitness room, **NO OTHER FOOD OR DRINK WILL BE ALLOWED.**
10. The recreation center staff reserves the right to limit and/or control the number of members using the fitness room at one time. Maximum number for the fitness room is 30.
11. If blinds need to be adjusted, members must ask the recreation center staff.
12. The recreation center staff controls music. Music requests are accepted however, the recreation center staff reserves the right to review and/or refuse any requests.
13. Only Personal Trainers employed by the City of Allen (Joe Farmer Recreation Center) are allowed to conduct training sessions. In all other instances individual patrons must be responsible for their own work out.

Racquetball Court Use, Rules and Regulations

1. Recreation center members may make reservation only. If courts are not reserved, it is on a first come-first serve basis.
2. Courts may be reserved for one-hour intervals. Reservations begin on the hour. Reservations may be made no more than 48 hours in advanced. Reservation may be lost at 11 minutes past the hour.
3. Only one reservation per person per day.
4. An adult **MUST** accompany person's fourteen years of age and under, while on the court.
5. Shirt and shoes are required.
6. **No black sole shoes allowed.**
7. Use of wood racquet and/or black balls is prohibited.
8. Eye protection is required.

Updated 6/15/09

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Discipline Enforcement and Appeals

Minor Misconduct:

In case of misconduct of a minor nature, stop the action, remind the patron of facility rules and verbally warn the danger of having their privileges taken away.

Should a minor violation re-occur during the day, suspension should be enforced. Send patron home with the option to return the following day.

Minor Violation

1. Smoking in Park
2. Improper dress
3. Minor profanity
4. Failure to follow Recreation Center personnel's verbal instruction
5. Littering
6. Minor harassment of patrons in the facility
7. Spitting
8. Misuse of equipment
9. Hanging on basketball rim(s)
10. Being in unauthorized area of building

Minor Violation Suspension Actions

1. Verbal Warning, then a 1 day suspension if minor violation occurs in the same day.
2. 1-2 minor violations within a 3 week period, 2 days to a week suspension.
3. 3 or more minor violations with in a 3 week period, 1 week to 1 month suspension.

Major Misconduct

In case of major misconduct, the patron should be notified that he is suspended. Should the incident be in violation of the law and city ordinance or endanger the safety of other patrons or center staff, the police should be notified immediately and the Recreation Center Supervisor. At the time of suspension, a follow-up letter will be mailed to the patron or parents of patron, informing them of the incident and length of suspension. A written report should be submitted to the Recreation Center Supervisor the following day.

Major Violation

1. Fighting
2. Excessive profanity
3. Vandalism or abuse to building, property or equipment
4. Theft
5. Use of alcohol or narcotics
6. Defiance of personnel
7. Possession of weapons
8. Major harassment of other patrons or staff
9. Suspension breaking (suspended person entering the building after put on suspension)
10. Excessive arguing
11. Physical or verbal assault of staff

Major Violation Suspension Actions

1 major violation – minimum 1 month to 1 year

2 major violations – minimum 1 year to 2 years

3 or more major violations – the Recreation Service Manager will determine the length of suspension according to the seriousness of the violation.

*****If police recommend individual be suspended indefinitely, this must be noted on incident report form.**

Patrons under suspension may not re-enter the Recreation Center facility or activities during a suspension time without the expressed permission of the Recreation Center Supervisor. Violating suspension will be counted as a major violation and will result in their suspension time lengthened to the next step in suspension action.

A history of previous suspensions by any individual will be considered grounds for lengthening any given suspension time.

When suspension is determined, all recreation center personnel should be contacted.

Appeals

Individuals who have been subject to disciplinary action may appeal such action by submitting in writing to the Recreation Service Manager his/her appeal. Further action must follow the Parks and Recreation Department chain of command.