

# **Parent Information - Minors Policy and Aquatic Facility Rules**

## **Required Information to be sent to Parents/Guardians**

### **Parking Regulations**

All visitors to the campus of Montclair State University must either display a valid parking permit, or pay for the metered spots on campus. Meters are available in parking lot 19, directly adjacent to the Student Recreation Center, and can be paid using either cash, credit card or the PayByPhone app. Follow directions on posted signs to purchase parking for the event.

### **Pool Rules**

Any person showing evidence of skin lesions, inflamed eyes, mouth, nose, or ear discharge will not be permitted to use the pool.

The lifeguard reserves the right to decide who shall or shall not be permitted to use the pool. All lifeguards are trained and instructed to abide by all Campus Recreation policies and procedures.

Persons suspected of being under the influence of drugs or alcohol shall be prohibited from entering the water.

Running, pushing others, throwing others into the pool, use of profanity, or behavior causing annoyance, danger, or abuse is prohibited and will result in suspension of use of the pool or all Campus Recreation Facilities.

#### **NO DIVING**

Lifeguards must be present in their chair before anyone enters the pool.

No food or drink permitted in the pool area. Non-glass water bottles are permitted.

All swimmers must be over the age of 5, and toilet trained. Children under 5 are welcome in the facility, but cannot use the pool.

All swimmers must wear appropriate swim attire. Towels are not provided by the facility.

Everyone must shower before entering the pool.

Children will not be permitted in the deep end of the pool before completing a swim test. Swim tests will be administered by the party staff at the start of the swim portion.

Non USCG-approved floatation devices are not permitted in the pool. USCG-Approved life vests are available free of charge in a variety of sizes. Swimmies, Floaties or other materials are not permitted.

Children under the age of 18 are not permitted to use the locker rooms without their parent/guardian being present.

We recommend that children bring a change of clothes that can be worn over a bathing suit.

## University Policy for the Protection of Minors on Campus

The Department of Campus Recreation follows the University Policy for the Protection of Minors on Campus. For staff that have contact with children under the age of 18, we are required to ensure that:

- All staff that have contact with children are required to undergo background checks
- Minors are supervised by at least two Trained Adults at all times
- No adult is permitted in an enclosed space with any minor while alone
- All water activities are supervised by 2 certified lifeguards
- Access to the deep end of the pool is restricted to those that have passed a swim test
- Staff undergo annual training on this policy

## Conduct Expectations

As required by the policy, below are the expectations of University students, employees and volunteers regarding conduct with minors:

Individuals who have direct contact with minors, and minors themselves, may not engage in the following conduct:

- a. Intoxication, use or possession of alcohol, marijuana (whether medicinal or recreational), synthetic marijuana, illegal drugs, tobacco or vaping products
- b. Use or possession of fireworks, guns, knives and other weapons
- c. Allowing, encouraging or performing any action that can reasonably be considered as abusive toward, or in the presence of a minor, including but not limited to verbal, emotional, physical or sexual abuse, harassment, bullying, cyber bullying, striking, hitting, poking, punching, spanking, restraining, and/or corporal punishment
- d. Touching of an inappropriate nature, engaging in rough, or sexually provocative games, horseplay, showering, massage, undressing, profanity, using or responding to sexual innuendo, and making sexually

suggestive comments, engaging in romantic or sexual conversations or related matters, unless required in the role of psychological counselor or medical provider

- e. Asking minors to keep secrets from their parent, legal guardian or other adults, or using language such as "this is just between us"
- f. One-on-one direct electronic contact with participants
- g. Use of phones, cameras, imaging and audio recording devices in showers, restrooms, lockers, dressing rooms, sleeping quarters and other areas where privacy is reasonably expected
- h. Viewing, sharing, providing or assisting to provide access to sexually explicit material
- i. Giving gifts to and accepting gifts from any minor or their families
- j. Meeting with minors outside of established times or locations for program activities
- k. Neglecting the health or welfare of a child

## Notifications

As required by the policy, we have implemented the following protocol for notification in the event of a weather closure, injury, incident or other emergency. Any parent/guardian that does not remain in the facility must complete the Emergency Contact form. Forms will be kept in the Aquatics office, and retained based on applicable State and Federal retention laws.

## Inclement Weather

Students and staff should refer to and be aware of the University "Inclement Weather Advisory Information."

In the event that inclement weather is expected, a decision to continue with the program will be made by the Coordinator of Aquatics and Outdoor Recreation or other professional staff.

If inclement weather results in the closure of the pool, participants will be moved to the Multipurpose room until they are picked up by their parent/guardian or designee.

## Injury of a Minor

If a minor is injured during a sponsored program, staff will follow the appropriate Emergency Action Plan, either for a non-life threatening injury/illness or a Code Red emergency. After care has been provided, staff will contact the Professional Staff member on duty, or the Aquatics Coordinator if no professional staff are available. Professional Staff will contact the parents/guardians of the injured minor, and follow the reporting guidelines as required.

## Medication and Medication Administration

No staff member of Campus Recreation will be permitted to provide medication for the duration of this program. Any required medication must be administered by the parent or guardian.

This email serves as notice under the guidelines of the policy. The full policy for the Protection of Minors on Campus can be found here:

<https://www.montclair.edu/policies/all-policies/policy-for-the-protection-of-minors/>

Exceptions to the policy for this program will be provided upon request.