

Title:	<i>Swimming Pool Policies, Rules and Regulations</i>	Effective:	07/01/2018
Version:	1.2	Classification:	Required

1. Overview

The Hampton Place Homeowners Association Swimming Pool, Pool House and associated recreational areas are a privately-owned recreation entity, entirely funded by annual assessment paying members.



Use of the pool, pool house, and associated recreational areas are available only to Hampton Place residences whose annual dues and financial penalties to the Hampton Place Homeowners Association are current and paid in full. Any residence with outstanding balances is prohibited from use until all obligations are paid in full as verified by the HOA's management company.

2. Governance

The Hampton Place Board of Directors administers the Pool Rules and Regulations. Day to day management of the pool is the responsibility of the hired pool management company. Rules may be changed, with the approval of the Hampton Place Homeowners Association Board of Directors when deemed necessary for health and safety purposes, general need or clarification.

Any violation of these rules should be reported to the Lifeguard, Pool Manager and/or the Hampton Place Board of Directors, giving complete details of the incident in writing. Pool Management and the Board will investigate each incident and take such corrective action as they deem necessary.

THE PENALTY FOR VIOLATION OF ANY OF THE RULES LISTED WILL BE DETERMINED BY THE APPROPRIATE STAFF AND/OR BOARD MEMBERS. RULES ARE SUBJECT TO CHANGE DURING THE SUMMER TO MAINTAIN A SAFE ENVIRONMENT. THE MOST CURRENT LIST OF RULES WILL ALWAYS BE AVAILABLE ON THE HAMPTON PLACE WEBSITE (WWW.HAMPTONPLACE.ORG), AND WHEN APPLICABLE, AT THE POOL.

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4. Pool Rules and Regulations

4.1. ANNUAL REGISTRATION

Registration for use of the pool is required annually and in advance. Registration forms will be mailed with the annual invoices.

If you fail to register prior to the pool opening, you must contact the Homeowners Association Management Company to register for pool usage. A small fee may apply.

1. A homeowner must complete a registration form providing basic data for identification of permanent residents living in the home authorized to use the pool.

Registration indicates that the residence has read, understand and agree to the following:

- Terms and conditions of “Hampton Place Waiver and Release of Liability”
 - Abiding by the rules and regulations governing safe and lawful operation of the swimming pool, and assume responsibility for all household members, dependents, minors and/or guests using the pool facilities.
2. Pool access cards will be issued and/or activated upon receipt of signed registration forms once the pool season begins. All access cards will be deactivated upon the end of the season.

4.2. GENERAL RULES

1. **All Association financial obligations, as verified by the Homeowners Association’s management company, must be paid in full prior to use of the pool.**
2. **Access to the pool.** A single access card will be provided for each lot. This must be used when entering the pool areas. One additional card may be purchased per lot for a fee. Replacement passes are also available at the expense of the homeowners.
 - a. **For the safety of all residents, letting people into the enclosed pool area outside your party is strictly prohibited and may result in loss of all pool privileges.**
 - b. **All resident guests are required to show their guest passes to the surveillance camera upon entering the pool facilities. (See below for more information on guests.)**
3. **All incontinent individuals are required to wear swim diapers in the pool.**
4. Approved life jackets may be worn in the pool. Approval is at the discretion of the lifeguard on duty.
5. Residents requested to exercise proper personal hygiene when using the pool, including using the restroom facilities in the pool house. Representatives from the pool management company (i.e. Lifeguards), the Hampton Place Board of Directors, and anyone delegated by the Board has the authority to vacate all persons from the pool deck area if, at his/her discretion, the health and safety of the residents are endangered. The pool will remain vacated until the condition is corrected.

6. Hours of operation are posted on site and online for the season. Anyone entering the pool or pool area outside of the pool hours of operation will be considered trespassing and may result in notification to the proper authorities.
7. All participants are permitted to use the water feature and immediate surrounding area. For safety purposes, children five and under (and their guardians) will be given the highest priority for use. The lifeguard will exercise general supervision over the water feature and the surrounding area and reserves the right to limit participation in the area if they believe there are safety concerns.
8. A responsible party must supervise patrons under the age of twelve (12) at all times. A responsible party is defined as a person sixteen (16) years of age or older. Patrons age twelve and older are permitted in the pool without supervision, but are subject to removal by the Pool Manager on duty if they create a health, safety risk or disruptive conduct.
9. Food and beverages may be brought to the pool. All trash must be placed in the trash containers provided.
10. For the safety of all participants, the following items and activities are prohibited anywhere in the fenced pool area:
 - **NO GLASS** of any kind is permitted including beverage containers and facemasks with glass faces.
 - **NO ALCOHOLIC FOODS OR BEVERAGES.** *Any intoxicated individual, or those under the influence, will be asked to leave the pool area. Failure to do so will result in the notification of the proper authorities.*
 - **NO SMOKING, VAPING OR TOBACCO USE.**
 - **NO LARGE RAFTS OR FLOTATION DEVICES shall be allowed in the pool.** Beach balls, small toys, small baby floats and noodles may be allowed, at the lifeguard on duty's discretion, based on the number of people in the pool.
 - **NO ANIMALS** other than service animals.
 - **NO GRILLS OF ANY KIND.**
 - **NO GUM.**
11. Depending on pool capacity, *15-minute rest periods will be called by the lifeguards each hour at their discretion except for the first and last hour of the day.*

Rest periods allow the lifeguard staff to check pool equipment and test water quality. During this time, no person is allowed in the pool including sitting on the ladders or hanging feet in the water.
12. The pool phone is for pool management use only.

4.3. HEALTH, SAFETY & EMERGENCIES

1. The head lifeguard/manager, Hampton Place Board Members and their delegates are given full authority to enforce all swimming pool regulations as needed to maintain the safety of residents and their guests. Appropriate behavior and cooperation are expected by all residents and their guests.
2. Everyone must leave the pool in the event of an emergency (including weather situations such as thunder and lightning storms). The emergency signal is three (3) blasts from the lifeguard's whistle.
3. Accidents should be reported to the Lifeguard immediately so that a report can be filled out.
4. Admission to the pool area is forbidden, at the discretion of the lifeguard, to anyone wearing bandages, or with skin abrasions, colds, coughs, extremely inflamed eyes, open sores, infections, excessive sunburn, nasal or ear discharge, or other symptoms which are determined by pool management to be detrimental to the health of others.

4.4. CONDUCT

1. Foul or abusive language, as determined by the Lifeguard on duty, will not be tolerated and will result in disciplinary action.
2. Absolutely no diving in the pool or flips from the side are allowed at any time.
3. No running, pushing, dunking, rough play or any type of personal conduct endangering safety of self and others is allowed.

ANYONE not following rules while at the pool will be given warnings as follows:

- **1st Offense** – Individual will receive a verbal warning
- **2nd Offense** – Individual is out of the pool for 30 minutes
- **3rd Offense** – Individual asked to leave the pool for the day (if offender is under 18, the Association Board and the offender's parents must be notified.)
- **4th Offense** (upon returning to pool) – Entire Residence of individual is out of the pool for 7 days (if offender is under 18, the Association Board and the offender's parents must be notified.)
- Further violations could result in suspension of pool membership for remainder of season for the individual and/or entire residence.

4. Drug use, fighting, or sexual assault will result in immediate dismissal from the pool area and the proper authorities will be notified. The Lifeguard is authorized to immediately expel violators from the pool area.

All warnings will be documented with the exception of 1st Offense, which will result in a verbal warning.

4.5. COVID-19 ACCOMODATIONS

All the rules within this document remain in effect, plus the additional requirements to maintain compliance with COVID-19 safety mandates. The Hampton Place Homeowners Association Board of Directors may modify these rules at any time in response to changes in COVID-19 mandates, protocols, best practices, and for any reason to help maintain compliance.

1. The Lorain County Board of Health is responsible for ensuring Hampton Place is adhering to all requirements for opening the pool and reserves the right to shut the pool down for non-compliance.
2. Residents will be held accountable to all rules. Out of fairness to all residents, to help ensure the pool is able to remain open, any non-compliance to the rules, or adversity to those enforcing the rules, may result in suspension of pool membership for remainder of season for the individual and/or entire residence.

Attendees:

<p style="text-align: center;">***IMPORTANT***</p> <p>To meet the state mandate of social distancing <u>inside and outside of the pool</u>, the maximum number of people permitted within the pool area will be limited. Pool support staff does not count as part of the maximum occupancy.</p> <p>To enforce the required maximum occupancy, a security guard has been employed to manage the entrance.</p>	<h1>31</h1> <p>Maximum Occupancy Within Entire Pool Area</p> <p><small>Occupancy rules are required by law and determined based on pool and deck size.</small></p>
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1. To maximize the number of residents being able to use the pool, **NO GUESTS*** will be permitted until further notice. This will also be enforced by the Security Guard. **The security guard will reference the signed waiver forms for confirmed residents.** If a resident name is not on the waiver form, a photo ID with a Hampton Place address must be shown. They will be added to the approved resident list going forward.
 - o *Note: If a resident guardian is required or desired and unable to accompany their residence's swimmer(s), one non-resident guardian or babysitter is permitted **in place of** a resident guardian at that moment at the pool. At no time can resident guardians and non-resident guardians/babysitter be on premises at the same time.

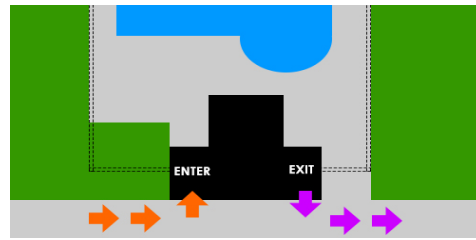
For example: A resident guardian OR a babysitter (as a guardian) would be permitted within the pool, but not both at the same time.
 - o The non-resident will need to be registered at <https://hamptonplace.org/guardian> at least 7 days prior to entering the pool area. Updated lists will be provided to the security guard every Tuesday. A photo ID will be required to enter.
2. **Residents may not enter the pool area if they are sick and/or not feeling well.**
3. *****IMPORTANT*** Any resident who has been within the pool area, who tests positive for COVID-19, must notify the Homeowners Association Board of Directors at <https://hamptonplace.org/ticket> immediately.**
4. Residents are encouraged to maintain proper hygiene including, but not limited to, washing their hands at least once every two hours. Audio and visual reminders will be present throughout the pool area. Additionally, face masks are recommended but not required within the pool area. Masks should not be worn while in the water.

- Members of the same household are considered Groups. Groups entering or attending the pool at the same time can stay together. However, those not in the same group must remain 6 ft apart following direction provided by the Homeowners Association.

Logistics

- Residents will be entering the west gate as normal, however, they will exit the pool using east gate to exit the pool. **It is strictly prohibited to enter the pool through the exit gate. Any residents caught doing so will be asked to exit the pool immediately and will not be permitted to return for the remainder of the day. Multiple infractions may result in suspension of pool membership for remainder of season for the individual and/or entire residence.**

- Residents will still be required to use their access card to enter the pool area. Additionally, they will be required to sign in each member of their household with the security guard upon arrival at the pool.



- To help maintain the required cleanliness, residents will be required to bring their own chairs, umbrellas, or towels. Tables are not permitted to ensure adequate space for all residents. All Homeowners Association provided pool furniture will be removed from the premises until further notice. Pool toys, noodles, balls, footballs, frisbees etc. will not be permitted as we cannot ensure sanitation requirements are being met. Life vests, waterwings, etc. that can be attached to the child are permitted per prior guidance.
- Additionally, to be able to perform the required cleaning requirements and provide opportunities for as many residents to use the pool area, swim times are going to be broken into four, two-hour* swim blocks.
 - 12:00 PM – 2:00 PM
 - 2:00 PM – 4:00 PM
 - 4:00 PM – 6:00 PM
 - 6:00 PM – 8:00 PM

The swim blocks will work as follows:

- *The two-hour swim block will actually consist of two 45-minute blocks to swim.
 - After the first 45-minute swim block**, residents will be asked to leave the pool water (which is already required by law) for the lifeguard to have a 15-minute break. This will be at 12:45 pm, 2:45pm, 4:45 pm and 6:45 pm. Residents are permitted to stay in their groups on the deck maintaining social distancing. There will be no adult-only swim available.
 - After the second 45-minute swim block**, ALL POOL ATTENDEES WILL BE REQUIRED TO COMPLETELY LEAVE THE ENTIRE POOL AREA, to the sidewalk, to allow cleaning staff to perform deep cleaning of bathroom facilities, gates, etc. as required by Ohio mandates. This will be at 1:45 pm, 3:45 pm, 5:45 pm and 7:45 pm. Please leave the pool promptly at the scheduled time. Cleaning must occur as required, if residents do not follow the timeframes, the swim block time may be shortened to ensure there is adequate time for the required cleaning.

4. During a swim block, as residents leave the pool area, the equivalent number of people will be permitted to enter the pool area up to the maximum occupancy.
 - If a resident(s) leaves the pool area, they forfeit their space within the maximum number of people. They may reenter if space is available up to the maximum occupancy.
 - Regardless of when a resident is permitted to enter, they are required to leave no later than the end of the current swim block.

For example, one enters at 1:30 PM, they will be required to leave at the end of the swim block at 1:45 PM.

- No “swapping” of pool guests will be permitted if people are waiting to enter the pool area. For example, one family member cannot leave and another one takes their place.

4.6. PRIVATE PARTIES

1. At this time, private parties will not be permitted during the swim season.

4.7. ACCESS CARDS & GUEST PASSES (INCLUDING REPLACEMENT)

GUESTS ARE NOT PERMITTED UNTIL FUTURE NOTICE. SEE SECTION 4.5 FOR ADDITIONAL DETAILS*

ACCESS CARD AND GUEST PASS REQUESTS ARE HANDLED BY TITAN MANAGEMENT. PLEASE CONTACT THEM DIRECTLY AT <https://titanmanagementservices.com/HPPool>

1. ACCESS CARDS

- a. Additional access cards may be purchased for a fee of \$10 + credit/debit processing fee. Note: A maximum of two access cards are permitted each lot.
- b. Replacement access cards may be purchased for a fee of \$10 + credit/debit processing fee.

2. GUEST PASSES

- a. Replacement guest passes may be purchased for a fee of \$10 + credit/debit processing fee.
 - i. Note: Each guest pass is individually numbered and assigned to a lot. If a lost card is found, it may no longer be used and must be forfeited immediately to HOA Management company.
 - ii. Any guests found using an expired guest pass will result in the hosting resident losing all guest privileges for the season (and potentially future seasons)

5. Revision History

Date	Version	Description of Change
07/01/2018	1.0	Document Ratified & Published
05/15/2019	1.1	Updated Access Card/Guest Pass Information
06/08/2020	1.2	Updated with COVID-19 Requirements