

# Park Plaza East Pool

## Private Group Usage Contract/Guidelines

Group Name \_\_\_\_\_ Contact Representative \_\_\_\_\_

Address \_\_\_\_\_ Est. Number of Visitors Main Pool \_\_\_\_\_  
Baby Pool \_\_\_\_\_

Scheduled Day(s) \_\_\_\_\_ Time \_\_\_\_\_

Beginning Visit Date \_\_\_\_\_ Last Visit Date \_\_\_\_\_

List any dates throughout the summer period above that your center WILL be coming for your regular visit (holidays - etc..) \_\_\_\_\_

- 1. CANCELLATION POLICY - If you are unable to make your scheduled visit.** Center must contact the pool manager/personnel within 24 hours of your scheduled swim time. 918-622-7178 [pool] or 918-760-7877 [Stephanie] There will be no charge for the missed visit if we are notified in advance or if the pool is closed due to obvious weather. **If there is questionable weather** and we have not contacted you with notice of closure, we ask that you **call pool personnel** before departing from your Center. **NO SHOW** - rate of \$3.00 per person will be charged based on an average number of guests from your Center.
- 2. Rate is \$3.00 per person. Supervising adults enter free** - Ratio of adult/students must meet all State/Center requirements. Group must prepay monthly, weekly or on date of visit. Total number of guests must be confirmed with pool personnel on each visit. Please keep records of total number visiting each week for your accounting purposes. Concession stand is available during your visit.
- 3. Group employees are required to supervise their individuals at all times.** Pool guards' main focus will be to maintain the safety of those in the water. Center staff is responsible for the supervision of activity around the pool area in coordination with ground-duty pool employee. There will be no guard on duty in the baby pool area.
- 4. Anyone unable to swim must use floatation device(s)** or utilize the baby pool for swimming. The group is responsible for supervising persons in the baby pool (no guard on duty in the baby pool area). If diving boards/slides are open during your use, these areas will be restricted to capable swimmers (subject to guard's discretion). If students need flotation devices please advise to bring their own. The pool can't provide the number needed for each student.
- 5. All children must use the restroom before entering the water.** Group may arrive 15 minutes before scheduled visit time to allow time for restroom use. Persons may enter the water when our guards take the stands.
- 6. All persons are to clear the water 10 minutes prior to departure time** to allow time to gather personal items and to prepare to exit the pool.
- 7. FIRST VISIT - Students will be asked to swim the width of the shallow end to determine swimming ability. Center staff members will be briefed on their required responsibilities/supervision of children while at the pool. Wristbands will be provided for those students who have difficulty or are proficient. Please keep a record of all students who pass or fail our swimming test to make future visits faster.**
- 8. Membership information** -. Pool membership flyers inviting the child's family to visit our pool will be provided to each Center. We ask that these flyers be sent home with your clients in a timely manner once the flyers have been delivered to you.

I, \_\_\_\_\_ as Center Representative, confirm that we have read

and agree to all contract requirements listed above. Telephone \_\_\_\_\_ Date \_\_\_\_\_

Mail completed form to: PPERA, P.O. Box 690842, Tulsa, OK 74169-0842 (keep a copy for your records)