

ARE YOU INTERESTED IN THE FOLLOWING:

| BEWELL: | |
|--------------------|---------------------------------|
| WELLNESS PROFILE | FITNESS 101 |
| SUPPLEMENTS | COUNTONYOU ACCOUNTABILITY GROUP |
| BEFIT: | |
| BESMART GROUP | BEFIT TRAINING |
| BESTRONG GROUP | BEFOCUSED GROUP |
| BEFIT FREE CLASSES | |

McCook Wellness Policies and Procedures

Policy Statement

It is the policy of McCook Therapy and Wellness to promote health and wellness while encouraging members to engage in safe conduct while participating in Wellness services, activities, and events and while utilizing the facility. Accordingly, in addition to encouraging members to use good judgment, McCook Wellness has adopted this policy to encourage safe behavior on the part of current members of McCook Wellness. This policy applies to all wellness center members including staff who utilize McCook Wellness.

General Policies and Procedures

Any personal training performed in the Fitness Center must only be instructed by an approved McCook Wellness BeFIT Coach. Any paid personal training performed within the facility by someone other than a McCook Wellness employee is strictly prohibited. Children under the age of 14 are not permitted to utilize fitness equipment, group exercise classes, or observe recreational activities within the Fitness Center without a signed waiver from parent/guardian. Smoking, use of tobacco products, or alcoholic beverages are not allowed in any recreational facility. Food or drinks, are not allowed in recreational activity areas, except for water bottles with sealable lids. Proper footwear is required. No street shoes. No animals other than those assisting the disabled are allowed in the Wellness Center. All currently enrolled members and those currently employed are eligible to use the facilities during operating hours. All members must fill out a current Wellness intake form and receive an individual PIN to gain access to McCook Wellness Center. Members and guests are required to follow all posted rules.

Infrared Sauna

Please shower before entering the sauna. Remove excess clothing so adequate skin is exposed to the light. Please do not take any electronics into the sauna. Report any equipment malfunctions to staff immediately. Please use the sanitizer provided to clean sauna upon completion of session. Only one person in the sauna at a time. No children allowed in the sauna room.

Weight Room

Use of the weight room is limited to those users over age 14. Children under the age of 14 require parent/guardian supervision at all times and a signed waiver. Children under 12 are only allowed to use cardio equipment with constant adult supervision. Appropriate athletic attire must be worn at all times. Athletic shoes that cover and protect your feet must be worn. No sandals. No dirty, outside shoes. Keep walkways clear. Bags should be kept in designated locker area or entry storage. Spotters are required with all max lifts. Re-rack weights and replace equipment when finished. Members are encouraged to gently rack/re-rack weight plates. Please do not drop weights or dumbbells. Food, drinks, and tobacco products are not allowed. Sealable water bottles are allowed. Thirty minute time limit is encouraged on all cardio machines. Ask the Wellness Center staff for assistance whenever needed. All equipment must remain inside the facility. In case of an emergency please contact the Wellness Center staff. Only approved BeFIT trainers employed by the Fitness Center can provide personal training/coaching services in the Wellness Center.

<u>Tanning</u>

Tanning is a highly regulated service that is offered at McCook Wellness. Clients must agree to terms and conditions of use in accordance with all McCook Wellness policies and all applicable regulations that govern tanning, including, but not limited to:

- Frequency of use: Members can tan only as often as allowed by applicable law, but not more than once every 24 hours
- Use of products and protective wear, including approved eye protection
- Length of tanning exposure

We ask that tanning beds be sanitized with provided, approved materials after each use and only approved tanning lotions be used. Please sign-in on the provided tanning sheet/board before each use and signify how many minutes. Only one person is allowed in the Tanning room at a time, no children allowed in the tanning room.

Standards of Conduct

Participation in McCook Wellness Center facilities and programming is a privilege. All members and guests who participate in Fitness Center programming or use recreational facilities are expected to:

- 1. Treat the fitness center staff and facilities with respect and respond appropriately to all reasonable staff requests.
- 2.Act with character and courtesy while respecting the rights, welfare and dignity of all others in the Fitness Center.
- 3. Abide by all relevant policies of McCook Therapy and Wellness, the general facility rules of McCook Therapy and Wellness and all relevant state and federal laws.
- 4. Act in a safe, responsible manner in regards to themselves and others in the Wellness Center.

The Office of McCook Wellness maintains the authority to revoke a member's privileges temporarily or permanently for violating these standards of conduct or Wellness Center facility rules or for violating any McCook Therapy and Wellness policy or state or federal law. Members may not prematurely cancel a membership and receive a refund or pro-rated refund.

Members may be subject to temporary or permanent loss of membership privileges for the following misconduct:

- 1. Physical or verbal abuse, threats, intimidation, harassment, hazing, coercion and/or other conduct which threatens or endangers the health or safety of any person.
- 2. Unauthorized use or sharing of Wellness center entry PIN.
- 3. Unauthorized Entry including entry prior to payment of Fitness Center membership dues.
- 4. Disorderly or lewd conduct including disorder associated with alcohol or controlled substances.
- 5. Recording images either by photograph, video or digitally without knowledge of the individual being recorded and without prior approval from the Director of McCook Wellness.
- 6. Unauthorized Commercial Activity or use of the facility for monetary gain.
- 7. Use of alcoholic beverages. Members demonstrating signs of intoxication will be denied access to the Fitness Center or asked to leave immediately.
- 8. Failure to abide by a reasonable request of Fitness Center staff.

Individuals engaged in the following conduct will immediately be reported to McCook Wellness Management and will be subject to permanent loss of membership privileges.

- 1. Vandalism: Damage to or destruction of any property of McCook Wellness.
- 2. Assault: Rape, sexual assault, or sexual harassment.
- 3. Theft: Removal of or conversion of McCook Wellness property or property of others while on the Wellness Centers premises.
- 4. Possession of firearms, explosive device, or other deadly weapon when on premises.
- 5. Possession of drugs or other controlled substances prohibited by state and federal law.

| Signature: | Date: |
|------------|-------|
| Signature: | Date: |
| Signature: | Date: |
| Cancel: | Date: |



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Photo Use Release Form

I, ______, hereby grant and authorize McCook Therapy & Wellness the right to take, edit, alter, copy, exhibit, publish, distribute and make use of any and all pictures or videos taken of me to be used in and/or for legally promotional materials including, but not limited to, newsletters, flyers, posters, brochures, advertisements, fundraising letters, annual reports, press kits and submissions to journalists, websites, social networking sites and other print and digital communications with payment or any other consideration. This authorization extends to all languages, media, formats and markets now known or hereafter devised. This authorization shall continue indefinitely, unless I otherwise revoke said authorization in writing.

I understand and agree that these materials shall become the property of McCook Therapy & wellness and will not be returned.

I hereby hold harmless, and release McCook Therapy & Wellness from all liability petitions, and causes of action which I, my heirs, representative, executors, administrators, or any other persons may make while acting on my behalf or on behalf of my estate.

If the person signing is under the age of consent, then this release must be signed by a parent or guardian as follows:

I, ______ hereby certify that I am the parent or guardian of named below and do hereby give my consent without reservation to the foregoing on behalf of this individual.

Print

Signature

Date