Policies and Procedures
The Department of Recreation and Wellness staff have the final say in rule interpretation and enforcement. Failure to comply with any of these rules may result in temporary or permanent loss of Department of Recreation and Wellness privileges.

Leonard J. Kaplan Center for Wellness Policies
Memberships - Students currently enrolled in classes have access to the Leonard J. Kaplan Center for Wellness. UNC Greensboro Faculty/staff, alumni, and spouses/life mates of members may purchase a membership in the administrative offices on the main level.

ID Policy - Patrons must have a current membership to the recreation facilities, and must present their current valid UNCG ID or Leonard J. Kaplan Center for Wellness membership card to the staff upon entering the facility. No ID, No Entry! UNC Greensboro students/members whom forgot their UNCG ID or Leonard J. Kaplan Center for Wellness membership card have the opportunity to utilize one free pass each semester. Those students/members must have identification in the form of a picture ID.

Guest – Guest must be sponsored by a Recreation & Wellness member to use facilities. In order to purchase a guest pass, the guest must present a picture ID with proof of age (must be 18), be with the member at all times, and complete an Assumption of Risk form. The Recreation & Wellness member is responsible for the guest at all times. Recreation and Wellness members can sponsor up to 2 guests per day.

Visitors – Tours and visitors not planning to use the facility must sign-in to visitor log and show proper identification.

Minors - Children 17 and under (that are not UNCG students) are only allowed to use the Leonard J. Kaplan Center for Wellness on Friday evenings after 3 PM and Saturday and Sundays. Minors must be accompanied and directly supervised at all times by their parents. Children 17 and under are not allowed to use the Weight Room or fitness equipment at any time.

Confiscated ID – Patrons may gain access with their valid UNCG ID or Leonard J. Kaplan Center for Wellness membership card. Those who attempt to enter the facility with another individual’s ID will have the card confiscated. The owner of the confiscated ID must meet with the Assistant Director during business hours to obtain the ID. Violators may lose privileges to the Leonard J. Kaplan Center for Wellness and other Recreation & Wellness facilities and programs.

Proper Attire - All patrons must be wearing a shirt and non-marking athletic shoes. Shoes must be worn at all times except in the locker room area, Mat Room, and Fitness Studios (except Cycle Studio). With the exception of the Pool, patrons must wear a shirt at all times inside the facility (a shirt that covers a participant’s full back and front, but may be sleeveless). Nipples, Buttocks, and/or Torso cannot be exposed or be able to be easily exposed through regular physical activity. Any procedures/methods that create a restriction of body needs are also prohibited (Elevation Training Mask). Staff has the authority to make judgment calls for any gray areas.
Food, Drinks - Food and closed/sealed container drinks are allowed in the facility. However, no glass containers are allowed. Food/Drink policy will vary between various activity areas. Staff has the authority to make judgment calls for any gray areas.

Rollerblades, Bikes, Skateboards, Scooters – Use of rollerblades, skateboards, bicycles, or scooters are not allowed in the Leonard J. Kaplan Center for Wellness. Bicycles may not be left inside the Leonard J. Kaplan Center for Wellness for any amount of time. Bicycles and skateboards can be locked outside the facility.

Pets – In exception of service dogs assisting a person with disability, no pets are allowed in the facility. Proper identification may be required.

Equipment – Equipment may be checked out at the Welcome Desk with a valid UNCG ID or Leonard J. Kaplan Center for Wellness membership card. Patrons returning broken equipment will be charged for the replacement of the equipment. Patrons are responsible for all equipment checked out. Hanging on the rims or backboards is strictly prohibited.

Tobacco Products & Alcohol - No tobacco products or alcohol of any kind are allowed in the facility, including vapor devices. Patrons under the influence of alcohol or any drug will be asked to leave the facility immediately.

Weapons & Firearms - No weapons or firearms of any kind are allowed in the Leonard J. Kaplan Center for Wellness. Patrons possessing any weapon or firearm will be denied access into facility, or asked to leave the premises immediately.

Backpacks/Gear Bags - All personal belongings, backpacks or gym bags are encouraged to be stored in a cubbie/locker. Unclaimed bags and personal belongings found in activity areas will be turned in at the Welcome Desk, where patrons can claim within 1 month.

Locker Rooms & Lockers - Lockers in the locker rooms are available for semester rental through Leonard J. Kaplan Center for Wellness Administrative Office and can be used for the day. If day use lockers are not emptied by closing time, all contents will be emptied and stored in the Lost and Found behind the Welcome Desk. Lockers are available throughout the facility as well as the locker room for day use. If a patron’s locker is not opening in the locker rooms, please ask aquatic staff and/or push information (black) button located in the middle of locker room.

Vandalism - Any patron vandalizing recreation facilities in any manner (kicking, hitting, writing, etc.) will be removed immediately. Patrons may also be held financially responsible for any damage.

Abusive Behavior - Patrons exhibiting abusive behavior, either verbally or physically, toward a fellow patron or a recreation employee will be asked to leave the facility immediately. Patrons may also be suspended from using recreation facilities for his/her abusive behavior. If patrons refuse to leave the facilities upon the request of a recreation employee, Campus Police will be called to remove the patron.
Comment Forms - Patrons wishing to voice a concern or praise a program, service, or employee are encouraged to complete a suggestion form. These forms are located at the entrance counter at the Leonard J. Kaplan Center for Wellness. These forms are collected regularly, and answered by the Associate Director of Recreation & Wellness.

Reservations – Recreation and Wellness programming takes precedence over informal recreation.

Photography/Videography – Patrons can use a personal camera to take video/photo of self, however if the video/photo contains another patron, then consent from that patron must be given.

Weight and Fitness Area (Level 2) Policies

Age – Participants must be 18 years of age or older to work out in the weight and fitness areas.

Proper Attire - All patrons must be wearing a shirt and non-marking athletic shoes. Patrons must wear a shirt at all times inside the facility (a shirt that covers a participant’s full back and front, but may be sleeveless). Nipples, Buttocks, and/or Torso cannot be exposed or be able to be easily exposed through regular physical activity. Staff has the authority to make judgment calls for any gray areas. Jeans and pants with buttons and zippers, sandals, bare-feet, and open-toed shoes are not allowed in the Weight and Fitness Areas, in the Box, or utilizing fitness equipment.

Chalk – Chalk is not allowed in the 2nd Level Weight and Fitness area.

Olympic Lifts– Olympic style pulling or pressing movements including cleans, snatches, and jerks are not allowed in the 2nd Level Weight and Fitness area.

Power Rack and Benches – All exercises using the barbells must stay in the designated Power Rack and/or Bench in the appropriate lifting position.

Dumbbells and Weighted Equipment - Dumbbells and weight stacks should not be dropped or dumped. It is encouraged to return equipment to designated storage spaces after use. Dumbbells, barbells, or weight stacks from the 2nd Level Weight and Fitness Area should not be utilized on the cardio equipment, 3rd Level Weight and Fitness Area, and Track.

Fitness Equipment – Patrons should not stand on benches or equipment frames, or place barbells/weight plates/dumbbells on walls or benches. Equipment is to be used as intended by the manufacturer. Only UNCG Department of Recreation & Wellness fitness equipment can be utilized in the facility.
Personal Belongings – No draw string bags, backpacks, duffel bags, and other personal belongings are allowed in the 2nd Level Weight and Fitness Area, if so they should be placed in cubbies/lockers.

Personal Training - Unauthorized personal training is strictly forbidden. Anyone caught personal training another individual will be asked to leave the facility immediately and may forfeit their Leonard J. Kaplan Center for Wellness access.

Exercise Safety - Exercises that prohibit the safety of those performing the exercises and other patrons (contraindicated exercises, untraditional exercises, and occupy excessive space) are not allowed. Collars are required at all times. Please use a spotter when necessary. Fitness Assistants are available as a spotter. Safety rails are recommended for certain exercises in the Power Rack. Wipe off equipment immediately after use. Towels and spray bottles are provided at various exercise machines.

Drinks – Drinks are required to be in a closed/sealed container. No glass containers are allowed.

Attachments – Patrons must use an attachment on the cable machines.

Music – No external music players. Patrons are encouraged to keep personal music volume at a minimum through the use of headphones.

The Box Policies

Age – Participants must be 18 years of age or older to work out in the Box.

Proper Attire - All patrons must be wearing a shirt and non-marking athletic shoes. Patrons must wear a shirt at all times inside the facility (a shirt that covers a participant’s full back and front, but may be sleeveless). Nipples, Buttocks, and/or Torso cannot be exposed or be able to be easily exposed through regular physical activity. Staff has the authority to make judgment calls for any gray areas. Jeans and pants with buttons or zippers, sandals, bare-feet, and open-toed shoes are not allowed in the Weight and Fitness Areas, in the Box, or using fitness equipment.

Chalk – Chalk is allowed only in the Box. Patrons interested in using chalk will need to bring their own in a closed container.

Olympic Lifts – Olympic style pulling or pressing movements including cleans, snatches, and jerks are allowed in the Box.

Dumbbells and Weighted Equipment – It is encouraged to return equipment to designated storage spaces after use. Dumbbells or Weight Stacks from the Box should not be utilized on the 2nd Level Weight and Fitness Area, Track, and 3rd Level Weight and Fitness Area.
Fitness Equipment - All equipment must stay in the Box. Equipment is to be used as intended by the manufacturer. Only UNCG Department of Recreation & Wellness fitness equipment can be utilized in the facility.

Personal Belongings – No draw string bags, backpacks, duffel bags, and other personal belongings are allowed in the Box, if so they should be placed in cubbies/lockers.

Personal Training - Unauthorized personal training is strictly forbidden. Anyone personal training another individual will be asked to leave the facility immediately and may forfeit their Leonard J. Kaplan Center for Wellness access.

Exercise Safety - Exercises that prohibit the safety of those performing the exercises and other patrons (contraindicated exercises, untraditional exercises, and occupy excessive space) are not allowed. Collars are required at all times. Please use a spotter when necessary. Fitness Assistants are available as a spotter. Safety rails are recommended for certain exercises in racks. Wipe off equipment immediately after use. Towels and spray bottles are provided at various exercise machines.

Drinks – Drinks are required to be in a closed/sealed container. Glass bottles are not allowed.

Music – Patrons can use the speaker system in the Box. Patrons are required to keep personal music clean (FCC Rules) and volume at a communication level. Staff reserve the right to request change of music and volume level.

Weight and Fitness Area (Level 3) Policies

Age – Participants must be 18 years of age or older to work out in the weight and fitness areas.

Proper Attire - All patrons must be wearing a shirt and non-marking athletic shoes. Patrons must wear a shirt at all times inside the facility (a shirt that covers a participant’s full back and front, but may be sleeveless). Nipples, Buttocks, and/or Torso cannot be exposed or be able to be easily exposed through regular physical activity. Staff has the authority to make judgment calls for any gray areas. Jeans and pants with buttons or zippers, sandals, bare-feet, and open-toed shoes are not allowed in the Weight and Fitness Areas, in the Box, or using fitness equipment.

Chalk – Chalk is not allowed in the 3rd Level Weight and Fitness area.

Olympic Lifts– Olympic style pulling or pressing movements including cleans, snatches, and jerks are not allowed in the 3rd Level Weight and Fitness area.

Dumbbells and Weighted Equipment - Dumbbells and weight stacks should not be dropped or dumped. It is encouraged to return equipment to designated storage spaces after use. Dumbbells or Weight Stacks from the 3rd Level Weight and Fitness Area should not be utilized on the cardio equipment, the track, 2nd Level Weight and Fitness Area, and in the Box.
**Fitness Equipment** – Patrons should not stand on benches or equipment frames, or place barbells/weight plates/dumbbells on walls or benches. Equipment is to be used as intended by the manufacturer. Only UNCG Department of Recreation & Wellness fitness equipment can be utilized in the facility.

**Personal Belongings** – No draw string bags, backpacks, duffel bags, and other personal belongings are allowed in the 3rd Level Weight and Fitness Area, if so they should be placed in cubbies/lockers.

**Personal Training** - Unauthorized personal training is strictly forbidden. Anyone personal training another individual will be asked to leave the facility immediately and may forfeit their Leonard J. Kaplan Center for Wellness access.

**Exercise Safety** - Exercises that prohibit the safety of those performing the exercises and other patrons (contraindicated exercises, untraditional exercises, and occupy excessive space) are not allowed. Please use a spotter when necessary. Fitness Assistants are available as a spotter. Wipe off equipment immediately after use. Towels and spray bottles are provided at various exercise machines.

**Drinks** – Drinks are required to be in a closed/sealed container. Glass bottles are not allowed.

**Attachments** – Patrons must use an attachment on the cable machines.

**Music** – No external music players. Patrons are encouraged to keep personal music volume at a minimum through the use of headphones.