



SAINT KENTIGERN

Old Collegians Fitness Centre – Induction Process

This process is to be completed upon the Old Collegians and/or individuals first entry into the SKC Fitness Centre, along with the distribution of both the Old Collegians fitness centre personal information form and the Old Collegians fitness centre information and expectations form.

Personal Details			
First Name:		Graduating Year:	
Last Name:		Student Number:	
Physical Address:			

Induction Details	Check List
1. Brief on health and safety procedures, lock down and emergency protocols <ul style="list-style-type: none"> a. Exits, bathrooms, walkways, first aid and emergency meeting areas b. In case of emergency and/or emergency contact the fitness instructor present. c. Health & Screening (see personal information form) 	
2. Old Collegians Gym Time <ul style="list-style-type: none"> a. During school term hours, see 1.1 information and expectations form. b. Term break and holiday hours see 1.2 information and expectations form. 	
3. Old Collegians expectations and responsibilities, see 2.0, 3.0 and 4.0 information and expectations form. <ul style="list-style-type: none"> a. Clothing and attire b. Behaviour and attitude c. Equipment and gym etiquette d. Specialty equipment e. Specialty techniques 	
4. Gym Floor walk, rules/expectations and safety explanations. <ul style="list-style-type: none"> a. ID, Scanner and sign in book b. Storage and personal equipment c. Stationary machines d. Cardio machines e. Industrial athletic rig f. Open track/functional area g. Free weight equipment 	
5. Questions <ul style="list-style-type: none"> a. Clarifications b. Areas of concern c. Limitation 	

By signing you acknowledge that you have received, read and understood these Terms and conditions laid out in the Old Collegians information form, and that you agree to be bound by these Terms for the duration of your membership with SKFC, I verify that the above information is accurate on this date.

Name:	Signature:	Date:
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Old Collegians Fitness Centre Information & Expectations Form

1.0 Old Collegians Membership

- Please note that all Old Collegians are required to pay an annual membership fee of \$60.00
- The payment of \$60.00 is for the calendar year January to December, no matter the time of purchase.
- This payment will be required at the start of the new calendar year with the process of attaining a new membership ID card.
- The ID card represents the acknowledgement of the rules and expectation of the SKC Fitness Centre and is for that specific member only, i.e. no friends, family and/or associates.

1.1 Old Collegians Gym Time (School Term Hours)

- 6am to 8am: during these hours you are welcome to use the fitness centre. However, space and equipment will be prioritised to school sports teams and athletic group trainings.
- 8am to 5pm: Old Collegian's are not permitted to use the fitness centre during these times.
- 5pm to 7pm: during these hours you are welcome to use the fitness centre. However, space and equipment will be prioritised to school sports teams and athletic group trainings.
- During the allocated times Old Collegians are expected to adhere to all health and safety protocols put forth by the Saint Kentigern College fitness centre staff and coaches. See fitness centre expectations below.
- During the allocated times Old Collegians are expected to adhere to all the fitness centre rules and expectations put forth by the Saint Kentigern College fitness centre staff and coaches. See fitness centre expectations below.

1.2 Old Collegians Gym Time (School Holiday Hours)

- During the school holiday's the fitness centre will be open from 7am till 6pm, during this time Old Collegians will have full access to the facility.
- Note that equipment availability and space allocation will be still be restricted and determined by holiday fitness class schedules.

2.0 Old Collegian's expectations

- All Old Collegian's using the gym are to be responsible for their equipment and their actions with the equipment they are using, this includes:
 - cleaning after use



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- safe storage
- appropriate use
- All Old Collegian's using the gym are to adhere to the health and safety guidelines set out by the fitness centre staff and coaches.
- All Old Collegian's using the gym are to be responsible for signing in and out when using the facilities, by:
 - Using their membership ID card on the scanner
 - Signing the registry book. (Name, signature, time & date of exit and entry must be included)
 - Once the ID has been handed out the policy of no ID no entry will be enforced
- All Old Collegian's are to be in appropriate attire this includes
 - Closed in sports shoes: (no open toed shoes, bare feet or school shoes)
 - Appropriate pants/shorts: (no spandex shorts/high cut shorts)
 - Appropriate shirt/singlet: (no body builder shirts, sports bras or half singlets)
 - Small towels are always encouraged to be used in the fitness centre
- All Old Collegian's are to be responsible for the equipment that they use. This includes:
 - Re racking of equipment
 - Always placing lower weights on the higher storage points and heavier weights/equipment on the lowest possible storage points to avoid risk of injury
 - Wiping down of equipment after use
 - Ensuring equipment is stored safely after use
 - Not stealing or using a piece of equipment that is already in use by another fitness centre member
 - Not using excessive equipment at the same time:(multiple machines and free weights, using excess space)
- All Old Collegians: Understand that if you use the fitness centre during sports teams training times that the students and classes have priority of the equipment and specific spaces. This includes
 - Cardio areas
 - Olympic Lifting platforms and Rig
 - Free weight area/equipment



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- Functional fitness area/equipment
- Stretching / recovery zone

3.0 Specialty Techniques

- All Old Collegians: Understand that if you perform speciality techniques you do this at your own risk and are encouraged to do so under supervision with either a training partner and/or spotter or fitness instructor.
- Specialty techniques: may include but not limited to
 - Olympic lifting and/or CrossFit workouts, with either:
 - Barbells, Kettlebells, Dumbbells
 - Gymnastic Techniques, with either:
 - Rings, Monkey bars, balance bar or the open mat space
 - Throwing/plyometric movements, with either:
 - Medicine Balls, Kettlebells, Barbells, Dumbbells
 - Interval or HIIT training
 - Using set intervals to spike the heart rate drastically. Can be done using any equipment, typically to be done with cardio machines and free weights

4.0 Specialty Equipment

- All Old Collegians: Understand that if you use speciality equipment you do this at your own risk and are encouraged to do so under supervision of either a training partner and/or spotter or fitness instructor.
- Specialty equipment will have a specific set of rules. These may include but are not limited to:
 - Age restrictions
 - Training experience restrictions
 - Supervision required
 - Spotter or training partner to operate
 - Requirement of special safety equipment to operate i.e.
 - Safety mats
 - Gloves
- Examples of specialty equipment i.e.



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- Climbing ropes
- Gymnastic rings
- CrossFit rig monkey bars
- Jammer bars / handles
- Acceleration treadmills
- Lifting platforms / rig
 - Rig accessories
 - Speciality lifting bars
 - Hammer bars
 - Safety squat bars

By signing here, I acknowledge that I have read and understood the terms and conditions laid out in the Old Collegians information form on this date.

First Name: _____

Last Name: _____

Signature: _____

Date: _____