

Welcome to the Cowley College Wellness Center. The Director and staff hope your experience will be beneficial and enjoyable. You have taken an important first step toward enhancing your personal fitness. While exercising, if you ever feel faint or dizzy, experience extreme shortness of breath, or develop pain in the chest, abdominal area, or extremities, then stop exercising immediately and seek the assistance of a staff member. Remember that a fitness program requires patience, persistence, and perspiration. You cannot become fit in one day or one week by working “Extra Hard!”

The following rules have been established to make it possible for you to use the Center in an organized and safe manner. Please observe all established rules. Failure to do so will result in termination of your membership privileges.

Wellness Center Business Hours (holiday and summer hours are subject to change)

Fall

Monday – Thursday 6:00am – 10:00pm
Friday 6:00am - 8:00pm
Saturday 8:00am - 4:00pm
Sunday 3:00pm - 7:00pm

Summer

Monday – Friday 6:00am - 8:00pm
Saturday 8:00am - 12:00pm
Sunday 3:00pm - 7:00pm

Rules of the Wellness Center

Conduct and Discipline

Cowley College believes in fostering a campus climate that promotes physical and mental well-being as well as a safe and orderly campus environment. In order to insure the safety of our members, we expect reasonable and appropriate behavior from everyone who visits or uses the facilities. The Wellness Center has established a “Code of Conduct” to ensure your safety and enjoyment. The staff will enforce a zero tolerance policy with violators. We reserve the right to deny admission and/or take any other appropriate disciplinary action as necessary. The violation of the “Code of Conduct” includes, but is not limited to, the use of vulgar language, disorderly conduct, public intoxication, or any other act that interferes with the orderly operation and safety of others in the Wellness Center. Any person in disagreement with the disciplinary action taken may appeal the decision by filing a written notice to the Director within seven (7) days. The Director has the final authority on all disciplinary actions.

Destruction of Property and/or Theft

Members are expected to respect the rights and property of others using the Wellness Center. Destruction of property and/or theft violates expected conduct and will result in a forfeiture of membership. Violators will be prosecuted.

Attire

- Shoes
Shoes are required! Tennis, jogging, basketball, or aerobic shoes are all acceptable. If you have been wearing your gym shoes for street use, please make certain they are clean. One pair of muddy shoes can create hours of cleaning for maintenance and staff. Sandals of any kind are not allowed on the workout floor.

- Clothing
Shirts are required. Sports bras and crop tops are acceptable. Attire must be appropriate for others working out in the building and will be subject to approval by Director and staff on duty. Street clothing, shorts and sweat pants are acceptable.
- No plastic or rubber suits are allowed.
- Clothing with belts or large zippers is not allowed.
- Do NOT have keys, pens, pencils or sharp objects in your pockets while using the Wellness Center.

Smoking, Intoxicating Beverages and Illegal Drugs

- Smoking is not permitted in College facilities. The same policy shall apply to smokeless tobacco.
- The use of intoxicating beverages and/or illegal drugs (or any similar substance deemed unsafe or hazardous to health or well being) and/or any item that may pose a danger to others while in the Wellness Center will result in the immediate forfeiture of membership.

Membership

- Children under the age of 14 will not be allowed in the facility.
- Family memberships include all family members sharing the same household and who are 14 years of age or older.
- All members must log in and log out on the computer.

Weight Machine Warnings

DO NOT BE CARELESS, STAY ALERT!!!!

FIGHTING OR HORSE PLAY OF ANY KIND WILL NOT BE TOLERATED !

You assume a risk of injury using the equipment in the Wellness Center. Serious injury can occur if struck by falling weights or moving parts.

Safety Tips When Working Out in the Wellness Center

1. Keep your hands away from the weights while you or anyone else is on the machine. A dropped weight could break a finger or hand.
2. Lift weights from the waist down with your legs and not your back. When lifting weights into position on a machine, also use your legs.
3. If you are unsure how to use a piece of equipment, ask staff for instruction.
4. Tell staff if you develop a new medical condition. It is your responsibility to keep your Biographical Health form updated. Examples would be prolonged illness, recent surgery, pregnancy, or injury.
5. If you experience nausea, dizziness or any other physical problem, stop exercising immediately and contact staff for help.
6. If you are injured:
 - a. Stop Exercising Immediately! Do NOT move!
 - b. If able, call for help.
 - c. Complete a written accident report regardless of how minor the injury may seem.
7. Since many individuals are unaware of their physical condition, you should consult your physician before beginning an exercise program. If you are over 40 and have

diabetes, high blood pressure, heart disease or recent surgery, we strongly urge (and may require) you to consult your physician.

Weight Room Etiquette:

- If you put weights on the machines, it is your responsibility to remove them. If you notice someone who left the machines without putting the weights back on the weight trees, it is your responsibility to suggest politely that they put them back. If they do not comply, notify the Director or staff.
- There is a 30 minute limit on all cardiovascular equipment. The only exception is when no other student or member is waiting to use the equipment. If a machine is in use, contact the person using the machine. When that person is finished they will contact you.
- Please do not set weights on the benches. Place them on the floor or return them to the designated weight racks or trees

Towels

Workout towels and bath towels are provided at the front counter. Please remember to leave used towels in the basket when leaving the Center. Please use your towel to wipe the fabric before going on to the next machine. If you are using a bench; cover the fabric with your towel.

Locker Rooms

Lockers are provided for use while members work out. You should never leave any valuable items in the locker rooms while working out. Do not leave items in the lockers over night.

Everyone must Log into the computer upon arrival and Log out when exiting the Wellness Center.

A student ID number and card will be assigned to you. The ID card is required to log in and out.

Cowley College Wellness Center
Biographical Form and Health History

Date: _____ Member ID# (will be issued by college) _____

Name: (First) _____ MI _____ (Last) _____
(Maiden) _____ (Other) _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Phone: _____

Date of Birth _____ Sex: Male _____ or Female _____

Person to contact in case of Emergency _____

Phone: () _____ Relationship: _____

Physician Name: _____ City: _____

Your Email Address: _____

Assumption of Risk and Liability release form:

The facilities and activity programs offered by The Cowley College Wellness Center have been designed and established to provide the optimum level of beneficial exercise and enjoyment without compromising the health and safety of those who utilize the facilities or participate in the activities. Because of the nature of the program made available in the Wellness Center and the equipment which is an integral part of many of the activities, there is an inherent risk of injury which characterizes any exercise activity resulting in a practical limitation placed on the Fitness Center in its efforts to prevent injuries to participants, weather actively participating in exercises, utilizing the equipment or taking advantage of the various other activities at the Center. The Wellness Center enlists your participation to assure that the facility and the equipment are utilized in a proper manner so that the risk to injury is minimized by the participants. In consideration of the rules designated by the Wellness Center the undersigned participant acknowledges there exist risks under the control of the Wellness Center as well as those outside the control of the Center and assumes full responsibility for his/her own exposure to such risk. The undersigned participant also acknowledges that he/she has received a copy of the rules of the Wellness Center and agrees to abide by the rules or be subjected to immediate suspension or revocation of membership.

Signature and date: _____

Signature of parent or guardian if participant is under 18 years of age: _____

Health History (personally unless asked differently)

Heart attack/Stroke	Y N	High Blood Pressure	Y N
Heart attack/Stroke in family	Y N	Any chronic illness or condition	Y N
Diabetes/Anemia/Thyroid problems	Y N	Increased blood cholesterol	Y N
Epilepsy/Asthma/Seizures	Y N	Hernia or any condition that	
Joint/Muscular problem	Y N	may be aggravated by lifting	
Dizzy spells/shortness of breath	Y N	weights or exercise	Y N
Pregnancy (now or last 3 months)	Y N	Do you know of any other reason	
Back problem	Y N	why you should not do physical	
Recent heart surgery	Y N	activity?	Y N
Any surgery in the last year	Y N		
If any of the above is yes, please explain _____			

Are you currently taking any medication or drug on a daily basis? Y N If yes, what?

Do you have any allergic reactions to medications? Y N If yes, what?

Heart/Circulatory System

Smoke/Chew Tobacco Back Problem Back Surgery
 20 or More lbs. Overweight Back Injury Current Back problem
 Little Exercise in Past 6 months
 Diagnosed Heart Problem Diagnosed Stroke
 Diabetes (Type I Type II) How is it controlled _____
 High Blood Pressure Name of medication? _____

Knee

Knee Injury Current Knee Problem
 Knee Surgery (what) _____

Shoulder

Shoulder Injury Current Shoulder Problem
 Shoulder Surgery (what) _____

Please list any disabilities or limitations, not listed previously, that may influence your ability to participate in exercise or activities at The Wellness Center.

(This is imperative information that emergency person need in case of an accident)

If there are any changes to the information provided above, it is your responsibility to provide us with an updated form.

Fitness Goals

Lose weight and/or inches	Yes	No	Therapy	Yes	No
Gain weight and/or inches	Yes	No	Reduce stress	Yes	No
Firm up/tone muscles	Yes	No	Leisure/Social	Yes	No
Lower blood pressure/pulse	Yes	No	Maintain Fitness	Yes	No
Improve athletic performance	Yes	No	Improve performance	Yes	No
Lower cholesterol level	Yes	No	Reduce body fat	Yes	No

