



Tanterra Homeowners Association Inc. Swim Club Rules & Policy



**Tanterra Homeowners Association, Inc.
Swim Club Rules and Policies**

PREAMBLE

These rules and policies are established for your enjoyment and safety while using the Tanterra Pool and its adjacent facilities. They are presented here by category associated with different areas of the pool facility, as well as some general rules and a section on disciplinary procedures. Please make any suggestions about these rules to the Chairman or Assistant Chairman of the Pool Committee.

A. GENERAL RULES

1. Definitions:
 - a. Pool Area - The area inside the low fence to include the deck and pools.
 - b. Pool Facility - The area inside the high fence including the bathhouse structure.
2. Hours:

Sunday – Thursday: 12 Noon to 9:00 P.M.
Friday and Saturday: 12 Noon to 8:00 P.M.
3. Members and guests using the pool and pool area do so at their own risk and in compliance with all rules, regulations and policies.
4. The Homeowners Association will not be responsible for loss or damage to personal property of any kind. Found articles will be held for two weeks, after which time they will be given to charity or otherwise disposed of.
5. The cost of any property damage caused by a member or their guest will be charged to that member.
6. Any accident or injury at the pool must be reported immediately to the Pool Manager or Assistant Manager. A report of this accident will be maintained at the pool office and a copy of the report submitted to the Chairman of the Pool Committee.
7. Unauthorized use of the pool facilities after pool hours will result in disciplinary action.
8. Individual homeowners or members will be responsible for any damage or vandalism incurred by members of their household.

B. MEMBERSHIP

1. There are two classifications of members: Tanterra Homeowners and Associate Members. Associate Members are limited in number as established by the Board of Directors of the Tanterra Homeowners Association. Associate Members have the same pool privileges as Homeowner members. These rules and policies apply to all members of both classifications.
2. Tanterra Homeowner Members may be either owners of homes in Tanterra or non-owner residents of such homes. Non-resident owners of Tanterra homes have the option of electing to use the pool themselves or entitling the residents of their homes to such privileges. Homeowner members pay an annual nonrefundable fee to the Tanterra Homeowners Association, which among other things grants them pool membership.
3. Associate Members pay an annual membership fee to the Homeowners Association. These fees are refundable only prior to the date of the pool opening. Associate Members may elect to renew their membership annually, subject to the approval of the pool committee.

4. The term “members” includes all authorized members of a resident household or, in the case on non-resident owners who elect to retain pool privileges to themselves, the members of their household. Proof of residence will be asked for any member who has more than two adults in the household. At least two sources of proof must be given.

C. ENTRY

1. All members must be identified by typing the last four numbers of the phone number that was chosen for the Tanterra ID check-in computer. All members will then be identified by the picture of all authorized family members in the computer. Entry will be denied any member whose picture is not in the database.
2. All children under 10 years of age must be accompanied by a responsible individual of at least 14 years of age.
3. Pool privileges will be denied for all members whose fees are not currently paid in full
4. Guest Admissions
 - a. Guest admission is by member identification or guest pass only. No cash payments for guest admissions are allowed.
 - b. Types of guest admissions:
 1. Pool Identification Card Admissions: Each membership family or household is entitled to six free guest admissions which may be used at any time guests are admitted during scheduled operating hours
 2. Guest Pass Admissions: Members may purchase a guest pass coupon at a cost of \$10.00 each (ten punches per coupon). Such purchases shall be made by check only, made out to “Tanterra Homeowners Association, Inc.” Guest passes are not restricted to the same guest for each use. The following daily rates are established for guests admitted by the guest passes:

	<u>Holiday and Weekends</u>	<u>Week Days</u>
Less than 4 years of age	Free	Free
Ages 4 - 17 years	Two \$1.00 punches	(1) \$1.00 punch
Ages 18 and over	Four \$1.00 punches	(2) \$1.00 punches

3. A pool member is required to accompany their guest to the pool and bring no more than ten guests at any given time, unless the Pool Committee has granted special permission. All guests must sign in under their own name. **The member must be present at the pool at all times when they have a guest. The member must accompany the guest at entry.**
4. An individual is limited to **SIX** admissions as a guest per year, unless the Pool Committee in writing has approved other arrangements.
5. **All guests over the age of 13 must show a form of picture identification (drivers license, school ID, etc.) at the time of entry. They must sign in under their own name in the guest log.**
6. Special arrangements may be made for admission of houseguests who reside fulltime with members for at least 30 consecutive days during the pool season. Approval must be requested by the member to the pool committee.

7. Children 12 years and under will not be admitted as guests unless accompanied and supervised at all times by a responsible individual at least 14 years old.
8. Guests may not be admitted to the pool facility for the opening or closing party.
9. Live-in baby sitters may be added to the pool card upon written authorization of the pool committee chairperson. At no time may the baby sitter and the pool member be present at the pool at the same time.
10. **Unused punches at the end of the pool season, either on the card or guest pass coupon, are not transferable to the next pool season or redeemable for cash.**

D. POOL FACILITY

1. No glass objects of any type, except eyeglasses, will be permitted in the pool facility.
2. Chewing gum is prohibited in the pool facility.
3. Smoking is permitted only in the grassy area and in the pavilion.
4. Bicycles should be parked in the bike racks provided.
5. Skating of any type is prohibited inside the outer fences of the facility. Skateboards may be stored in a designated place inside these fences.
6. Running, pushing, wrestling or causing undue disturbance in or about the pool facility is prohibited.
7. No pets are allowed within the pool facility at any time.
8. Chairs and tables cannot be reserved by just placing objects on them and leaving the premises. The person reserving them must be present at the pool. Consideration should also be observed that if one is holding a table, use it. Please do not utilize another table when the one which has items on it can be used.
9. **Any organized parties of ten or more people during operating hours must be approved by the pool manager or assistant manager a minimum of two weeks prior to the party. Adequate time must be provided to ensure proper staffing. The pool manager may deny the request if another party is already scheduled.**
10. **Parties of 25 or more are discouraged and may be denied at the sole discretion of the pool manager.**
11. **No parties allowed on Sundays.**

E. BATHHOUSE/OFFICE

1. Only pool staff and those needing medical attention or who have legitimate business to transact may enter the office, first aid or pump room.
2. All persons using the pool must take a shower with soap before entering the pool area.
3. Loitering in the shower room is prohibited.

F. PAVILION/GRASSY AREAS

1. Food or beverages may be kept or consumed only in the grassy areas, upper deck area or the pavilion area.
2. Radios and recorders may be used only in the grassy areas. They must be played at a volume level which will not disturb others. Radio and recorder owners must be responsive to the requests of other pool users.

3. Trash and refuse must be placed in the containers provided.

G. POOL DECK

1. Food is absolutely prohibited at all times on the deck and pool areas.
Beverages are permitted only in areas that have 20 feet or more of concrete deck between walls or fence and the pool. No drinks are allowed within 10 feet of pool. This means no drinks except for water in a clear plastic bottle are allowed along the pavilion side of the deck and in the baby pool area.
2. Pool furniture may not be placed in either pool or onto the coping stone areas at any time (the chairs damage them).
3. Radios or recorders are not permitted in the pool area. However, headsets are permitted in the deck area.
4. Street shoes are not permitted on the lower deck of the pool area.
5. Foot showers must be used when entering the pool area from the grassy areas.

H. MAIN POOL

1. Appropriate attire will be worn at all times.
2. Persons with excessive sunburn, open sores, or bandages of any kind will not be permitted in the pool.
3. Expectorating water and other unhygienic actions will not be permitted in the pool area.
4. Water apparatus may be permitted only at the discretion of the Pool Management.
5. Children under three years of age must be in the arms or within arm's reach of a parent or guardian in the big pool. Note: Parent or guardian must be in the pool with the child.
6. Children who are not toilet trained are required to wear rubber pants over a swim diaper while in either pool. The swim diaper is not enough by itself.
7. An adult (16 or over) lap lane will be available at all times. Standing or holding onto the ropes or walls in this lane is prohibited. Lap swimmers under 16 may use the lane only with the permission of adult lane users and if their swimming does not impede other lap swimmers.
8. Jumping, diving into, over or through the adult lap lane is prohibited.
9. In order to use the deep portions of the pool the patron must be able to swim. A lifeguard may at any time require that a swimming test be administered if the capability of the patron is in doubt. The test includes being able to swim one length of the pool and the ability to tread water for one minute.
10. Rest periods for children under 16 years of age will be enforced in the main pool for 15 minutes every hour. During these periods, all children must be out of the pool.
11. No person shall use the pool unless a lifeguard is on duty. The pool will be cleared during heavy rain; electrical storms, exceptionally cold or inclement weather, or during other exceptional circumstances as deemed necessary by the Pool Manager or Assistant Manager for the safety of the members and their guests.
12. Except in the case of an emergency or inquiry, members and their guests shall stay clear of the lifeguard stands and not distract lifeguards from their duties.
13. Ball playing within the pool area is allowed when the pool is relatively uncrowded and only with specific permission from the pool staff.

I. BABY/WADING POOL

1. A lifeguard does not supervise the wading pool; therefore, children using this pool must be supervised at all times by a responsible individual. This individual must be at least 14 years of age.
2. Only children five years of age and under are permitted in the wading pool, along with their supervising adults.
3. Pool furniture must be kept at least one foot from the edge of the wading pool. The furniture will damage the copingstones.
4. The same rule concerning rubber pants stated in section H applies to the Baby/Wading pool.

J. DIVING WELL

1. Only one person is permitted on the diving board at a time.
2. Wait until the previous diver has reached the ladder at the side of the pool before diving.
3. Only one bounce is permitted on the diving board.
4. No cartwheels, handstands, sitting, or hanging off the diving board.
5. Floatation devices are NOT permitted on the diving boards.
6. No one may be in the diving well to "catch" a person going off the diving board.'
7. Swim tests will be administered at the discretion of the lifeguard on duty. To pass the swim test, a child must demonstrate that they can swim the width of the diving well while making continuous forward progress. They must be able to tread water continuously for 30 seconds.

K. DISCIPLINARY POLICY

1. The Pool Manager or Assistant Manager is responsible for the strict enforcement of the rules and has the authority to request police assistance. Pool Management personnel have the authority to discipline anyone at the pool who violates the Swim Club rules and regulations. This includes the authority to remove anyone creating a serious infraction of the rules or for any other reason which, in the judgment of the Pool manager or Assistant Manager, constitutes a hazard to others. This removal may be for any period up to 72 hours. The Pool Manager or Assistant Manager will notify the Pool Committee Chairman or Assistant Chairman in writing of any removal for a period extending beyond 24 hours. Such notification will be made within the first 24 hours following the removal.
2. The Chairman of the Pool Committee has the authority to revoke the pool privileges of anyone for any infraction of these rules for a period of from 4 to 30 days, provided the chairman:
 - a. Investigates the infraction(s).
 - b. Notifies the offending member of the investigations and the possible consequences and/or the disciplinary action contemplated notifies the member of the final decision after studying all the circumstances, and informs the offending member of the right to written appeal of the Chairman's decision to the Board of Directors. Such appeals must be made within 15 days of the notification of disciplinary action.
3. The Board of Directors may revoke the pool privileges of any individual for any period, including periods of longer than 30 days, for major infractions of the rules in accordance with the following procedures:

- a. After the Chairman of the Pool Committee has completed the investigations of the incident and informed the offending member of the disciplinary action contemplated, the Chairman recommends to the Board of Directors that a revocation of pool privileges for longer than 30 days be put into effect.
 - b. The Board of Directors or a member of the Board appointed by the President of the Homeowners Association for that purpose shall meet with the Chairman and the member concerned. After the meeting, the appointed board member shall make a recommendation to the Board. Once satisfied, the board shall make a final determination in the case.
 - c. Notification of the final determination shall be conveyed to the members concerned and the Chairman of the Pool Committee.
4. Violation of guest policies by a member shall result in the loss of that member's pool privileges for a period determined in accordance with the procedures above. The period of loss of privileges for such offenses may not exceed one year.
 5. Vandalism, physical attacks on members, guests or pool staff, or other violations of laws or ordinances may result in prosecutions and permanent loss of pool privileges.
 6. Members are responsible for the conduct of their guests and will be held to the actions outline above for their guests. If a guest causes a disturbance, he/she will be asked to leave the pool area immediately and any future entry may be denied. Guests do not have the same rights of appeal that the member has.
 7. Falsifying membership information, such as who resides in the home, will be subject to the revocation of pool privileges.

ANY SERIOUS VIOLATION OF THESE RULES WILL RESULT IN ACTION BY THE TANTERRA HOMEOWNERS BOARD OF DIRECTORS, WHICH COULD RESULT IN LOSS OF POOL PRIVILEGES FOR UP TO ONE YEAR.

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Tanterra Homeowners Association, Inc.
Supplemental rules for the 2020 season due to the Impacts of COVID-19

In order to follow the Maryland & Montgomery County Health Department and CDC guidelines, there will be many adjustments that will affect the operation of the pool. There will be a limit on the number of people allowed into the pool facility, a sign-up system with blocks of time, face mask requirements and of course social distancing.

The Tanterra Homeowners Association, Inc. Swim Club Rules & Policy sent out and on the Tanterra Website will not be rewritten. The rules as restated herein however do supersede those rules and if there is any conflict between the rules, the supplemental rules will have precedent.

These rules may be changed as the State, County, and CDC revise their criteria and regulations. We have reviewed how other pools operate that have already opened and we have opted for pool patrons to reserve blocks of time for pool use utilizing "SignUpGenius". The Board understands that no system is going to please everyone and we ask that you realize this and be patient and considerate of others while we work through this process. If things are not working and does not seem to be fair, we will make adjustments.

If a member does not abide by any of the new rules, they will be denied access to the pool.

In addition, under these circumstances, it is extremely important that members supervise their children and make sure that all family members know and follow the rules. Pool behavior and breaking rules will result in disciplinary procedures.

You will see "household" and for the purpose of these rules, a household is the group of people actually living in your house

Please do not approach the staff with questions/complaints regarding these rules. Instead, please reach out to the pool committee or a board member. Contacts can be found on the Tanterra.com website or Newsletter.

A. GENERAL RULES

1. In order to enter the pool everyone must have a "Tanterra Pool Areas Use Release and Waiver" on file. The form has been mailed to each household. You can save a lot of time at the entry by having it filled out prior to coming to the pool.
2. Do not come to the pool if you feel sick at all and especially if you have symptoms, exposure or travelled to an area that has had a recent outbreak of COVID-19.
3. If anyone in your household exhibits COVID-19 symptoms after visiting the pool or if you find out that you or they had been in contact with any symptomatic individuals before visiting the pool, please inform the pool management, a member of the pool committee, or a member of the HOA board of directors. Their contact info can be found on the Tanterra HOA website or any monthly newsletter.

- 4. There will be a no guests policy.
- 5. You must sign up for a time slot prior to coming to the pool. There will only be 155 people allowed into the pool facility at any one time (excluding pool staff) and a total of 12 people for lap swimming. (1 person at a time in the lane and one person waiting for each lane) Initially, lap swimming will be first come, first serve (no sign-up required). The sign-up program for the use of reserving a time block for general swim for can be found on the Tanterra.com website. Instructions on how to sign up are on the site. The time slots will be:

10:45- 11:45 Lap Lane Swimming only. Two 30 minute sessions

11:45 – 12:15 Disinfect pool area

12:00 – 3:45 General swimming no lap lanes (Block 1)

3:45 – 4:15 Everyone must leave pool grounds, disinfection taking place

4-15 – 8:00 General swimming (Block 2)

8:00 – 8:15 Disinfect pool area

8:15 – 9:15 Lap swimming only. Two 30 minute sessions (note – no lap swimming Friday and Saturday evenings)

You are allowed to sign up for 2 slots during the weekday and 1 slot for Saturday or Sunday.

- 6. There will be signage though out the pool reminding everyone about social distancing.
- 7. There will be no parties or gathering of groups of people anywhere within the facility. There will also be no volleyball.
- 8. All social activities have been cancelled.

B. ENTRY

- 1. Everyone must have signed up for a “Block of Time” as described in the “General Rules”
- 2. While you are waiting to enter the pool, there must be 6 feet between individuals or members of a household at all times.
- 3. There will be a table at the front gate for check-in to the pool area. A print out of the signed-up blocks of time will be at the desk. The guard will check you and members of your family off the list and enter your pool ID number into the ID system. The “Release and Waiver” must be on file.
- 4. No one is allowed into the pool area unless they have cleared the above requirements.
- 5. Deliveries of food will be allowed but delivery personnel will not be allowed past the front gate. Please have the delivery person call you when they arrive.
- 6. All children under the age of 14 must be accompanied by an adult.

C. POOL FACILITY

- 1. Social distancing must be maintained between each person or household. Members of the same household do not need to maintain a 6-foot distance among themselves.
- 2. Do not move umbrellas. They have been placed for social distancing.

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- 3. You must bring your own chair or lounge. They will not be furnished during the COVID-19 outbreak. Your chair must be removed when you leave.
- 4. Face masks must be worn by staff unless in the guard chairs.
- 5. Face masks must be worn by any member over the age of 2 when in the restrooms and when interacting with others not 6 feet away.
- 6. Face masks may be taken off when within the household group and must be taken off when in the water. Face masks in the water is a drowning risk.
- 7. Social distancing is expected while in the water and on the pool grounds.
- 8. It is the responsibility of the parent to ensure that their children are following social distances from other children/people.
- 9. Social distancing is an individual responsibility.
- 10. The water fountain will not be available for use. Please bring your own water or purchase at snack bar.
- 11. There will be no "Lost & Found". Unfortunately, any items left behind must be discarded.
- 12. Use of the grill area will be restricted to the outside of each grill. Only 1 person allowed on each side. No one will be on the inside area of the grill. Storage of charcoal or equipment will not be allowed. All equipment in the storage area has been removed.

D. BATHHOUSE/OFFICE

- 1. Face masks must be worn inside the bathhouse and/or office.
- 2. The bathhouse will have one-way traffic. Please enter the bathhouse on the street side and exit on the pool. Signs will be posted on the doors.
- 3. Social distancing needs to be maintained. Please make sure your children are not playing in the shower or lingering.
- 4. Absolutely no hanging out in the office by children.
- 5. Sanitizer will be available in each stall and on the sink.
- 6. Bathrooms will be cleaned between Blocks 1 & 2 swimming blocks.

E. PAVILION/GRASSY AREA

Tables have been moved to maintain social distancing. Do not move them. Only members of the same household can be at the same table.

F. POOL DECK

- 1. Social distancing must be maintained between individuals or households.
- 2. Do not move umbrellas or tables.

G. MAIN POOL

- 1. No swimming equipment will be allowed in the pool, except for goggles.
- 2. Please do not share goggles.
- 3. No pool noodles, toys, floats, balls, kickboards, fins, will be allowed in the pool.
- 4. Kickboards and fins can be used during lap lane time only.

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H. BABY POOL

The baby pool will be **closed** until restrictions are lifted by the county health department.

I. SNACK BAR

1. We are planning on the snack bar being open. Social distancing and masks must be worn when at the snack bar.
2. Many tables have been eliminated for social distancing. Please use tables only for eating and do not linger. Others may want to use them.
3. Spray bottles to disinfect tables will be available at the snack bar counter. Please disinfect the tables before and after use.

J. EXITING THE POOL FACILITIES

1. When exiting the pool before your time slot ends, exit through the main gate and check out with the guard at the gate. A count of the number of people in the pool area must be maintained.
2. When exiting at the end of your time slot, exit at the gate next to the snack bar.
3. Please be prepared to leave before your time slot ends. Everything must be sprayed down with disinfecting solution before the next group can be let in. Please be considerate of others.

K. DISCIPLINARY POLICY

1. Members who refuse to follow these rules will not be allowed to enter the pool or asked to leave. Continued refusal will result in discipline as per the HOA discipline policy.
2. Members who abuse the sign-up rules will:
 - a. First offense – the excess sign-up will be cancelled by pool manager and reported to the pool committee chairman.
 - b. Second offense will result in cancelled time slots for the week.
 - c. 3rd offense will result in possible loss or membership or if a homeowner, loss of pool privileges for the rest of the year. The HOA discipline policy will be followed.