



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YOU BELONG AT THE Y

YMCA OF ST. JOSEPH
Member Handbook

WWW.STJOYMCA.ORG





WELCOME TO THE Y!

By joining the Y, you are joining a charitable organization committed to strengthening our community in the areas of youth development, healthy living and social responsibility.

For more than 140 years, the YMCA of St. Joseph has been inspired by a Christian mission rooted in a belief that all deserve the chance to lead full and productive lives. Together with our members, volunteers and donors we support those on a journey to better health, nurture the potential of children and teens and provide a sense of community and belonging to those who need it most. Let us know how we can help you make the most of your YMCA membership.

OUR VALUES

CARING, HONESTY, RESPECT AND RESPONSIBILITY

OUR MISSION

**TO PUT CHRISTIAN PRINCIPLES INTO PRACTICE
THROUGH PROGRAMS THAT BUILD HEALTHY SPIRIT,
MIND AND BODY FOR ALL.**

WHAT WE STAND FOR

**THE Y IS THE NATION'S LEADING CHARITABLE
ORGANIZATION COMMITTED TO STRENGTHENING
COMMUNITY THROUGH THE FOLLOWING AREAS OF FOCUS:**

YOUTH DEVELOPMENT Nurturing the potential of every child and teen.

We believe that all kids deserve the opportunity to discover who they are and what they can achieve. Through the Y, thousands of youth cultivate the values, skills and relationships that lead to positive behaviors, better health and educational achievement.

HEALTHY LIVING Improving the nation's health and well-being.

The Y brings families closer together, encourages good health and fosters connections through fitness, sports, fun and shared interests. As a result, millions of youth, adults and families are receiving the support, guidance and resources needed to achieve greater health and well-being.

SOCIAL RESPONSIBILITY Giving back and providing support to our neighbors.

The YMCA of St. Joseph has been listening and responding to our communities' most critical social needs for more than 140 years. Thanks to community partners and thousands of volunteers who devote their time, talent and financial support, the Y is able to provide access to life-changing programs and give thousands in our community the chance to learn, grow and thrive.

YMCA LOCATION

CAMPUS FAMILY YMCA BRANCH

3601 N. Village Dr.
St. Joseph, MO 64506
671-9622 (YMCA)

HOURS OF OPERATION

Mon - Thu	5:00 am - 8:00 pm
Friday	5:00 am - 7:00 pm
Saturday	6:00 am - 5:00 pm
Sunday	11:00 am - 5:00 pm

HOLIDAY HOURS WILL BE POSTED

FIND WHAT MATTERS MOST.

Whenever we see a neighbor who needs support, the Y stands ready to help with open arms and caring hearts. Join us and discover what a gift it is to give.

» **LIVESTRONG** – an exercise program to help cancer survivors become more active and get back to a vibrant life

» **SUMMER DAY CAMP** – provides a fun-filled space for kids during the summer, with crafts, STEM activities, field trips and more!

» **YOUTH SPORTS** – our programs focus on teaching the fundamentals while building character and sportsmanship.

» **SCHOOL AGE CHILD CARE** – our before and after school program provides a safe, enriching environment for kids and provides a hot meal to each child every day.

FIND YOUR REASON TO GIVE.

The YMCA of St. Joseph connects people to a greater sense of purpose and to each other to make our community stronger. Find your connection and discover what a gift it is to give.

ASK HOW YOUR
GIFT CAN BE
ADDED TO
YOUR
MONTHLY
MEMBERSHIP
DUES

WWW.STJOYMCA.ORG



FACILITY USE-AGES

AGES 7 AND UNDER

- Ages 5 and up must use gender-appropriate locker rooms or the universal restroom in the lobby.
- Ages 7 and under may only use locker rooms under direct supervision of parent or supervising guardian.
- For their safety, exercise equipment in the youth fitness area is not available to children ages 7 and under

YOUTH AREAS/TRACK

- Parents/Guardians may exercise with their children by walking on the track or in a designated area.
- Children must be able to walk on their own and be within arm's reach of a Parent/Guardian.
- No child under the age of 7 may be unattended on the track.
- Strollers on track are permitted with manager approval, based on facility usage.

AGES 8 THRU 12

- Ages 12 and under may purchase a Membership to participate in YMCA programs and limited facilities with parent or guardian supervision.
- Children ages 8-12 may use designated areas of the facility provided their parent/guardian is on the premises and they have completed a youth wellness orientation.
- Ages 8-12 may use youth circuits and cardio machines with supervision after successful completion of a youth wellness orientation and parent or guardian must be in wellness center (must wear wrist band).
- Ages 8-12 may use the locker rooms without a parent/guardian, provided parent/guardian is on the premises.
- For their safety, children ages 12 and younger may not participate in Group Exercise classes that utilize weights, or in Group Cycling classes. In order to properly fit the Cycling bikes, the minimum height is five feet.
- Instructor approval required for participation in all Group Exercise classes without a parent or supervising guardian.

AGES 13 THRU 17

- Ages 13 and up may join as Teens; however, youth 13-17 must have a parent or legal guardian sign the membership agreement and waiver.
- Ages 13 and up may use YMCA facilities without adult supervision, unless posted otherwise. Must have a validated parent/guardian signature on file
- Ages 13 and up may use the locker rooms without supervision.
- Ages 13 and up may use all fitness equipment, including free weights, without adult supervision.
- We strongly recommend an orientation with a member of our wellness team.

AGE 18 AND UP

- Ages 18 and up may be considered the supervising guardian for siblings age 12 and younger when using YMCA facilities, provided responsible and appropriate behavior is exercised at all times. Must have a validated parent/guardian signature on file.
- Ages 18 and up may use steam rooms and saunas/whirlpool.
- Ages 18 and older* may use the hot tub. **Y-USA Medical Advisory Committee Recommendations*
- Ages 18 and up may use all locker rooms without supervision.

LOCKER ROOM POLICY

THE YMCA IS COMMITTED TO PROVIDING A SAFE AND WELCOMING ENVIRONMENT FOR ALL MEMBERS AND GUESTS.

To promote safety and comfort for all, we expect individuals to act appropriately at all times in a mature and responsible way, and to respect the rights and dignity of others when they are in our facility or participating in our programs. The YMCA reserves the right to refuse service, suspend or cancel a membership at our discretion if actions or behaviors are not deemed in the best interest of the organization.

The YMCA is committed to creating a safe, inclusive, and welcoming environment for all members and guests. To ensure that all members and guests feel comfortable and respected, we have developed guidelines for the use of our locker rooms.

- All members and guests have the right to use the locker room facilities that correspond with their biological presentation.
- If any member or guest feels uncomfortable using the traditional locker room, they are welcome to use the private restrooms in the lobby. These rooms are available on a first-come, first-serve basis.

AGES 5 AND UP

- Ages 5 and up must use gender-appropriate locker rooms or the private restrooms in the lobby.
- Ages 7 and under may only use locker rooms under direct supervision of parent or guardian.
- Ages 8-12 may use the locker rooms provided parent/guardian is on the premises.
- Ages 13 and up may use the locker rooms without supervision.

Locker Rooms are open to members and guests. The lockers are for daily use only; any locks left on overnight will be cut off and content will be stored behind the desk for 3 days then will be donated to an area shelter. You can sign out or purchase locks available at the Welcome Desk.

Cell phones MAY NOT be used for videos or photos in the locker rooms, restrooms or wellness areas but may be used in common or lobby areas. Members and guests are encouraged to take responsibility for their personal comfort and safety by asking any person whose behavior threatens their comfort to refrain from such behavior. Anyone who feels uncomfortable in confronting a person directly should report the behavior to a staff person or the Building Supervisor on duty.

YMCA staff members are eager to be of assistance. Members and guests should not hesitate to notify a staff member if assistance is needed. In order to be able to carry out these policies, we ask that members and guests identify themselves to YMCA staff members when asked.

MEMBERSHIP INFORMATION

SECURITY VIDEO POLICY – The YMCA has security cameras filming 24 hours a day, except for areas such as the locker rooms and restrooms, due to privacy.

SMOKE-FREE ENVIRONMENT – In keeping with YMCA Health and Wellness advocacy, smoking is not permitted anywhere on YMCA property. We also ask that you do not use alcohol and tobacco (including vapes) product of any kind inside the YMCA.

MEMBERSHIP CARDS – All full members will receive a YMCA membership card. If you should forget your card, you may bring another form of picture ID one time. Replacement cards can be purchased at the Welcome Center for a fee of \$5. You will need a photo ID to purchase a new card.

JOINING FEE – Your joining fee help support the YMCA mission with necessary programs and services.

MEMBER CODE OF CONDUCT – Using the principles of Honesty, Responsibility, Caring and Respect as a guide, we have implemented the following Code of Conduct to ensure that all who participate with the Y enjoy a safe, welcoming and comfortable environment.

We ask individuals to act in a manner that upholds these principles at all times when they are in our facility or participating in our programs. We expect those using the YMCA to behave in a way that show respect and caring for others, which includes not using any language or engaging in any action that can hurt or frighten another person or that falls below a generally accepted standard of conduct. Specifically, actions not adhering to these guidelines and are not permitted include:

- No clothing with vulgar or profane writing or language is not allowed.
- Using angry or vulgar language including swearing, name-calling or shouting.
- Making physical contact with a person in any angry or threatening way.
- Engaging in sexual activity or contact with another person.
- Harassing or intimidating by words, gestures, body language or any other menacing behavior.
- Stealing or other behavior, which results in the destruction of property.
- Carrying or concealing any weapons devices or objects which may be used as a weapon.
- Using or possessing illegal chemicals or alcohol on YMCA property or in YMCA vehicles.
- Smoking including vapes. All YMCA facilities offer a smoke-free environment for those who use them.
- Any other conduct of an inappropriate, threatening or offensive nature.

Disrespect for property rights of the Y or others Members and guests are encouraged to be responsible for their personal comfort and safety, and to ask any person whose behavior threatens their comfort to refrain from doing so. The YMCA reserves the right to suspend or revoke program or membership privileges of members whose behavior is deemed inappropriate or detrimental to the well-being of members or staff. YMCA management will investigate all reported incidents. Violations of this code of conduct may result in suspension or termination of membership privileges, as determined by the YMCA staff.

LOST & FOUND – All unclaimed items turned into the Y will be placed in our Lost & Found, located at the Welcome Desk. Items of greater value will be placed in the safe and can be claimed at Welcome Desk between 8 am and 8 pm Monday through Friday. Items left for more than 14 days will be either donated or thrown away.

CELL PHONES/CAMERA PHONES – Due to advances in video and photo technology and for the privacy of our members and guests:

- Cell phones MAY NOT be used to take videos or photos in locker rooms, restrooms or Wellness areas but may be used in common or lobby areas only.
- Taking photographs or using any imaging device— including cell phones, laptops, cameras or videos— is not permitted on YMCA property without permission of Branch management. Unauthorized photography or imaging will result in termination of membership. Please notify YMCA staff immediately if you see anyone using an imaging device on YMCA property.

MEMBERSHIP INFORMATION

CLOSING PROCEDURE - If the facility needs to be closed due to inclement weather, power outages, mechanical failure or an act of God, refunds will not be issued for membership or fee-based classes.

ACCIDENT/INCIDENT - Contact a YMCA staff person immediately if there is an accident, injury or unusual incident. First aid kits are available throughout the facility, please ask a staff person when in need of first aid supplies. Please be advised that you are fully responsible for yourself, your children and your guests. It is imperative that you cooperate with YMCA staff to complete an accident/incident form in the event of an accident, injury or incident.

LOCKER ROOMS - Locker Rooms are for members and guest. The lockers are for daily use only. Any locks left on over night will be cut off and content will be stored behind the desk for 3 days then will be donated to an area shelter.

GUEST - Guests only receive 1 guest pass per year if they have never been to the YMCA. After the first free guest pass, the guest is still welcome to visit the YMCA with the purchase of a daily pass. All guests must register at the Welcome Center and MUST show photo ID and fill out a liability form.

AED (AUTOMATED EXTERNAL DEFIBRILLATOR) - The YMCA is equipped with an AED (automated external defibrillator) that is located at the Welcome Center.

MILITARY - As part of the Armed Services YMCA (ASYMCA) and Department of Defense (DoD) Outreach Initiative, YMCA will provide military families with access to youth development, family strengthening, and health and well-being programs at community YMCAs nationwide. Membership fees will be underwritten by the DoD.

MEDICAL HOLDS - If you are not able to use the Y due to injury or illness, you may put your membership on a medical hold. When you provide a letter from your physician stating that you are unable to perform regular activities at the Y, a medical hold will be placed on your account and you will not be drafted. To restore your membership privileges, simply provide the Y with a note from your physician stating you are physically able to return. See Welcome Center for more information.

KIDS CLUB GUIDELINES

These procedures are designed to allow your YMCA to provide a quality Kids Club service to all parents and their children.

1. Reservations need to be made at least one hour prior to Kids Club opening. (maximum of two hours per session).
2. You must remain in the building or on the premises while your child is in Kids Club. You MUST keep your cell phone with you at all times in case the staff needs to get in touch with you. Inform the staff where you will be so that you are easily accessible if they need to contact you.
3. **Children should be fed and taken to the bathroom prior to being signed in.**
4. Should your child need a diaper change or ask for their parent, staff will immediately page you to the Kids Club. If no response, we will call you on your cell phone.
5. The YMCA does not provide any food, diapers, or personal hygiene items, etc.
6. Please, do not bring your child into Kids Club if they have had a fever or have been ill within the last 24 hours. Children who are obviously ill and who might spread an illness to other children will not be allowed to stay in the Kids Club room.
7. Late Fee: If any parent does not pick up their child within the stated hours, or if they should exceed the allotted two hour limit, they will be charged an additional fee for child care costs. If we are unable to contact the parent within a reasonable amount of time, additional steps will be taken which may include contacting the appropriate authorities.
8. Whoever signs the child into Kids Club should also pick up the child unless you make alternative arrangements with lead staff on duty.

WELLNESS CENTER GUIDELINES

- Please return the weight plates when finished.
- Please do not drop weights on floor.
- Dropping weights may result in damage or injury as well as may crack the weight stack.
- Members age 8-12 must be certified by a Wellness Coach on the Y Youth Strive Equipment.
- Appropriate attire and footwear is required at all times.
- Athletic tops covering midriff
- Athletic shoes (no sandals or street shoes; must have clean shoes)
- Gym bags must be placed in locker rooms only (not permitted in Wellness Center)
- For your safety and the safety of others, please do not bring gym bags, coats or food into the Wellness Center.
- Please wipe down equipment after use.
- When members are waiting, please limit your cardio workout to 30 minutes.
- Let the YMCA staff know if you need any assistance—we're here to help you.
- Exercise attire, pants and no street clothes

Free – Weight Area:

- Always use collars on Olympic bars. Use a spotter when necessary.
- Please return all weights, bars, collars and other equipment to their proper locations.
- Avoid using multiple stations at the same time.
- Please clean exercise equipment after each use.
- Please store personal belongings in the locker room, in a locked locker or in a small items locker.

Gym Bags

For your safety, store personal items including gym bags, purses, extra clothing, etc. in the locker rooms. For information regarding our locker rooms, please visit our Welcome Desk. **Bags are not allowed in the Wellness Centers. Locks are available at the Welcome Center.**

Track Guidelines

Our indoor tracks are used for both walking and running.

- Children 12 & under are not allowed inside the track.
- There is a Stretching Area
- Please walk/run in single file. Slower participants stay to the inside. Pass on the outside.

Campus Family YMCA

- 18 laps = mile (Campus Family YMCA)



EXTENDED HOUR ACCESS

24 HOUR ACCESS

We know you're constantly on the go. That's why the YMCA is pleased to offer our members 18+ convenient 24/7 access year round.

Membership Extended Hours Procedures and Policies: **(Must sign a separate agreement before use is allowed)**

- As a Member you must swipe your Membership card each time you enter the YMCA extended hour access entrance. You must shut the door after you enter so the next member must swipe their card also. Holding a door open for another to enter is not acceptable and if this policy is violated, at the sole discretion of the facility management, the member may have their extended hour access suspended or cancelled.
- Members who have not signed the required paperwork and who do not have their key access card will not be allowed into the facility during non-staffed hours. You should not expect anyone else to let you into the facility.
- Members may not bring in guests during the extended hour access. If this policy is violated, at the sole discretion of the facility management, the Member may have their extended hour access suspended or cancelled.
- Members may not allow anyone else to use their Membership Card and must alert the YMCA immediately if it is lost or stolen. Violating this policy carries the same penalties as violation of the guest policy. A significant replacement card fee may be assessed.
- Members are responsible to understand how to operate the panic alarms and agree to use them only in an emergency. Members under the age of 18 may only use the facility during staffed hours.
- It is each Member's individual responsibility to wipe down their equipment and re-rack the weights used.
- Members cannot wear street shoes into the wellness center at any time; only clean appropriate footwear is allowed. Members may place their street shoes under the bench and hang their coats up on the coat rack.
- Bags are not allowed in the wellness center. They are to be left in the car or at the bench.
- If a Member violates this Agreement and its terms or any of the rules and regulations for use of the facility, the YMCA may suspend the Member's Extended Hour Access right to use the facility until such time as the Member provides the YMCA with reasonable assurance of future compliance. During the period of any such suspension, the Member shall not be entitled to a credit for any repayment of dues or other fees due or paid pursuant to this Membership Agreement. In the event the Member continues to violate the terms of this Agreement or the rules and regulations governing the facility, the Member's membership may be cancelled by the YMCA.
- Member agrees that she/he shall not engage in any type of commercial or business activity while using the facilities during extended hour access. Member shall not act as a trainer for any other Member's guests. Any acts that constitute business activities are strictly forbidden. If Member engages in such commercial or business activities, Member's membership shall be subject to immediate cancellation of the extended hour access.

MEMBERSHIP CATEGORIES

We offer an array of flexible membership categories to ensure you find a fit for your unique household. Choose the membership category that's right for you from the list below.

Household—Two adult and dependent children (living in the household and on your taxes)

Active Older Adult Household—Two adults over 50 and dependent children (living in the household and on your taxes)

Household Couple—Two adults (26-49 years)

Single Parent—One parent and dependent children (living in the household and on your taxes)

Adult—One adult (26-49 years)

Active Older Adult—One adult (50+)

Young Adult—One Young adult (18-25 years)

Teen/Youth—One teen or youth (0-17 years)



MEMBERSHIP TERMS

MEMBERSHIPS CHANGE – The YMCA requires a 30 day written notice to make changes to monthly membership dues. An individual membership upgraded or downgrade membership with 30 day notice.

ANNUAL CANCELLATION – Members paying a yearly (Fixed Term) plan may cancel their membership at any time upon a (30) day written notice. A pro-rated refund, less a \$20 processing fee, will be given to the member, calculated from the month of termination.

CANCELLATION – YMCA requires a 30 day written notice to cancel a membership and stop the bank draft. Stop by the Welcome Center and fill out a form complete with *signature*. Memberships that are paid annually will automatically become inactive if not renewed by the anniversary date. Cancellations are not accepted by phone. If you pay your membership by checking, savings or credit card account, the membership will continue to draft until you personally cancel the membership. A prorated refund, less a \$20 processing fee, can be issued for an annual membership.

SERVICE CHARGE – Should any EFT or charge not be honored, then it is understood that payment is to be made by the member in the amount of said payment, plus a \$10 service charge. This agreement also allows the YMCA to initiate a reversing entry to a member's account in the event that an error occurs.

AGE CHANGE – Memberships changing from one age category to another will automatically renew to the appropriate monthly rates during the first draft at which the member has reached the age.
(Fees subject to change)

NATIONWIDE MEMBERSHIP – Members have the flexibility to use participating Y facilities throughout the United States at no extra charge.

SEX OFFENDER – The YMCA conducts regular sex offender screenings on all members, participants, and guests. If a sexoffender match occurs, the YMCA reserves the right to cancel membership, end program participation, and remove visitation access.

YMCA CHILDCARE

SUMMER DAY CAMP

The Day Camp Program has been attended by hundreds children each year. It begins the day after school is out for the summer and continues until the day before it begins again in the fall. We offer a variety of fun, age appropriate activities for children of different age groups. Campers will experience success building skills that will last a lifetime!

SCHOOL AGE CHILD CARE

For children in grades K-6, the Program provides guidance, relationship building and recreation, ensuring that time gaps before and after school are filled creatively and constructively. Through the YMCA of the USA Curriculum based program, children have an opportunity to express their talents and skills in the arts, sports and other areas of interest, taking advantage of all the YMCA has to offer. Time is set aside for tackling homework with adult guidance available. YMCA staff knows how to challenge children and listen to them. The YMCA SACC Program is licensed for each site by the State of Missouri.

CODE OF CONDUCT – PROTECTING OUR CHILDREN

Individuals of all race, sex, religion or ethnicity have the right, and are encouraged, to be a part of the YMCA. However, the protection of our members and guests participating in our programs and/or using our facilities is a paramount interest of the YMCA. The YMCA reserves the right to deny/terminate access or membership to any person who has been charged or convicted of any crime involving sexual abuse; is a registered sex offender; or who has demonstrated unlawful conduct that may be conceived as a threat to the well being of YMCA members and guests.

Praesidium is a national leader in abuse risk management and works with organizations across industries across the world to prevent sexual abuse of children

Praesidium analyzes and develops organizational policies that promote abuse prevention among clients, employees, and volunteers.

https://stjoymca.org/sites/default/files/Employee%20Code%20of%20Conduct%20-%20Child%20Abuse%20Prevention_0.pdf

VOLUNTEERING

Every year, thousands of volunteers support the YMCA's overall purpose of helping people reach their potential in spirit, mind, and body. Volunteers are needed today in various roles. Contact the Welcome



SPA GUIDELINES

STEAM ROOM AND SAUNA SAFETY PRECAUTIONS

Members please limit your time in these facilities to a maximum of **10** minutes. Due to the high temperatures and high humidity in the sauna room there may be an increased health risk.

INDIVIDUALS AT HIGH RISK (pregnant women; individuals taking prescription medicine; those with elevated blood pressure, circulatory deficiencies, diabetes, heart disease, or history of seizures or epileptic seizures; individuals prone to dizziness or light-headed episodes; and those under the influence of alcohol or recreational drugs) are advised not to use the sauna unless authorized by a physician.

- Wear appropriate attire when in the sauna area.
- Please wait at least five minutes after exercising to cool down, or until sweating has subsided, before using the saunas.
- Do not pour water on sauna heating unit.
- No food or drink is allowed in the sauna.
- Please wait at least five minutes after exercising to cool down, or until sweating has subsided before using the Therapy Pool or Whirl Pool.
- Please take a soap shower before entering the therapy pool or whirl pool.
- Shaving is not allowed the spa area, due to the risk of blood-borne pathogens.
- Proper bathing attire must be worn at all times in the Therapy Pool and Spa Area.
- Due to the high temperatures in the therapy pool there may be an increased health risk.
- No jumping, diving, or splashing.
- No kickboards, toys, or noodles.

YMCA PERSONAL TRAINING

PERSONAL TRAINING

Personal Training is one-on-one with a certified personal trainer. The Personal Trainer demonstrates the proper use of equipment and prescribes individual exercise programs. Only certified personal trainers conduct these sessions. Sessions and packages are available to individuals and couples for a personal training fee.

WITH THE HELP OF A PERSONAL TRAINER YOU CAN:

- Fine tune your workouts
- Lose weight
- Increase muscle mass and bone density
- Improve cardiovascular health
- Improve flexibility
- Get MOTIVATED!



LIVESTRONG

AT THE YMCA

BENEFITS OF EXERCISE FOR CANCER SURVIVORS

An expansive body of research points to the relationship between exercise and cancer survival. Exercise is safe/effective both during and after treatment, and may reduce symptoms, enhance perception of health, and more! For more information 816-671-9622.

YOUTH SPORTS

improve your skills, make new friends, be active with other kids and learn to love a sport at the Y. Youth sports are a fun and engaging way to practice our core values of caring, honesty, respect and responsibility. Develop important life lessons, including positive competition, fair play, the value of participation over winning, team-building, positive self-image and mutual respect for others in a fun and engaging environment.

Parents are encouraged to be more than mere spectators by contributing their time as volunteer coaches - as well as being their kid's greatest fan. Register at the YMCA.