

2020 POOL GUIDE

Foreword

The Rules and Regulations of the Tokyo American Club Sky Pool and Kids' Water Park aim to provide all users with a general guide to the swimming pool facilities.

The Rules and Regulations are posted in the Sky Pool section of the Club website. Printed copies are also available upon request at the Pool Office or Recreation Desk.

The Club reserves the right to modify, revoke or add terms whenever necessary. Any amended terms will be posted online.

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1. General Rules and Regulations

1.1 Hours of Operation

1.1.1 The year-round operating hours of the Sky Pool are as follows:

Daily: 5:45 a.m.–11 p.m.

1.1.2 The seasonal operating hours of the Kids' Water Park are as follows:

Dates and times to be announced

1.1.3 The Mudsharks Swim Team have been allotted all 6 lanes between 5:30 p.m. to 6:45 p.m. No laps or open swim lane will be available during this time

1.1.4 All users must leave the pool area by the specified closing time.

1.1.5 The Pool Manager may close the pool area immediately at any time if, using his or her sound judgment, the facilities are not fit for use or must be closed for such objective reasons as inclement weather.

1.2 Eligible Users

The pool area is open to Tokyo American Club Members in good standing. All Members and guests must sign in at the Pool Office or Recreation Desk prior to use the swimming facilities.

According to the House Rules, any guest may visit the pool no more than twice a month. All applicable guest fees will be charged to the Member's account. Guests must be accompanied by their hosting Member at all times.

In order to protect the rights of all Members, the pool staff is mandated to request proof of Membership or the status of any guest. When conducting random Membership checks, staff will make every reasonable effort to avoid making Members and guests uncomfortable. Cooperation and understanding on this matter are appreciated.

1.3 Guests

1.3.1 Guests should note the following when using the pool facilities:

- (a) Eligible users may bring guests to the facilities. A guest sign-in sheet must be filled in at the Pool Office or Recreation Desk.
- (b) Guests must be accompanied by the hosting Member at all times when using the pool. Guests must observe all applicable Rules and Regulations. Members are responsible for the conduct of their guests, as well as all expenses incurred.
- (c) Guest fees will be charged automatically to the hosting Member's account before the close of the day. Charges are non-refundable.
- (d) Domestic helpers who intend to wait for children in their charge at the Sky Pool or elsewhere in the Club must be registered as a domestic helper of the child's family, possess a one-day pass or be registered as a guest.

1.3.2 Guest Fees

Jan–May/October–December

Adults (ages 20+): ¥2,500

Children (ages 2–19): ¥1,000

June–September

Adults (ages 20+):

¥4,000 (weekdays)/¥6,000 (weekends and national holidays)

Children (ages 2–19):

¥2,000 (weekdays)/¥4,000 (weekends and national holidays)

Prices do not include consumption tax

1.4 Lessons and Programs

From personal stroke correction and swim teams to fitness training and Sky Pool parties, numerous aquatic activities and programs are available around the year for swimmers of all ages and levels.

Several offerings are tailored to adult swimmers looking to perfect their technique and maintain a healthy lifestyle, from one-on-one training to group lessons.

Young swimmers can enjoy an array of fun, invigorating pool activities under the safe supervision of an experienced instructor. Programs are offered for every age and swimming ability.

For the latest on lessons and programs, visit the Health & Recreation section of the Club website at www.tokyoamericanclub.org.

1.5 Restrictions and Prohibited Items

1.5.1 General

- (a) The following persons are not allowed to enter the pool facilities:
 - i. Any person suffering from conjunctivitis (pink eye) or other contagious diseases
 - ii. Any person under the influence of alcohol or drugs
 - iii. Any person with open sores or large bandages
- (b) All pool users must sign in at the Pool Office.
- (c) Smoking is prohibited on the sun deck.
- (d) All pool users must shower before entering the Sky Pool. Heated showers are located at the pool entrance and behind the Pool Office.
- (e) Except for water carried in a clear, plastic bottle, no food or drink is allowed in or around the pool area. No glasses or breakable containers are permitted anywhere in the pool area or Family Changing Rooms.

- (f) Animals are not permitted in or around the pool area.
- (g) Smoking is not permitted in or around the pool area.
- (h) Diving is prohibited except in Sky Pool programs. Only stride entry or using ladder entry is permitted. The pool is a uniform 1.4-meter depth.
- (i) Running, pushing, rough play, splashing, shouting, excessive noise or creating a disturbance is not permitted in or around the pool area.
- (j) Except when obtaining special permission, users and guests are not allowed to take photos or videos, use radios, portable TVs, tape recorders or similar equipment, or play musical instruments in or around the pool area.
- (k) Users must return borrowed swim equipment to the proper storage area after use.
- (l) The use of flotation devices to assist small children is permitted only under direct adult supervision and with prior approval by the lifeguard staff. Acceptable flotation devices are allowed only in the open-swim area, except when the pool is extremely crowded. The lifeguard on duty will determine when the pool is too busy to use flotation devices. Items that impede the lifeguard's view of the pool will not be allowed.
- (m) Swimmers should not sit on or weigh down the lane ropes.
- (n) Strollers or similar equipment for children are not permitted in the Sky Pool area, the outdoor deck, elevator hall and kid's water park. The designated stroller parking areas should be used. Stroller parking areas are located at the Splash café (5F) or at the family lobby (1F).
- (o) Breastfeeding is permitted only in the Kids' Water Park area.
- (p) Families should utilize the Family Changing Rooms.

- (q) Diaper changing is allowed only in the Family Rooms area or in the bathrooms behind the Pool Office.
- (r) In the case of an emergency, users must evacuate the pool area and await further instruction from the pool staff.
- (s) The Club does not claim any responsibility for the loss or destruction of valuables or personal property.
- (t) Users must follow the instructions of managers and lifeguards on duty.
- (u) Pool management reserves the right to refuse the use of the pool facilities to anyone considered to be in a condition that compromises safety.
- (v) Pool management reserves the right to order any users to leave or ban them from using the pool in the case of misconduct or violation of the Rules and Regulations. Management may report the incident to the Pool Committee for further action if necessary.

1.5.2 Dress Code

- (a) Any person not wearing appropriate swimwear is prohibited from entering the pool.
- (b) Shoes and street footwear are not allowed on the pool deck. Deck slippers provided for use are located next to the entrance Recreation Desk.
- (c) Swimming in non-swimwear apparel, including cutoff jeans, Bermuda shorts and Club rental shorts, is not permitted.
- (d) Nudity and topless sunbathing are prohibited in all areas.

1.5.3 Safe Swimmer Requirements

- (a) Children between ages 5 to 9 who have passed the Safe Swimmer Test can use the Sky Pool without immediate adult supervision. However, a

parent or guardian is requested to be in the pool area at all times while the child is in the water. The pool staff administering the test will judge the competency of the swimmer. Check the Club website or contact the Pool Office for details.

- (b) Children between ages 5 to 9 who have not passed the Safe Swimmer Test must be accompanied by a responsible adult (ages 18 years or above) who is no further than one arm's length away at all times while in the water.
- (c) All children ages 4 and under must remain within arm's reach of an adult (18 years or above) at all times while in the water.
- (d) Qualification Requirements:
 - Ages between 5 to 9
 - Ability to swim any style for 25 meters to demonstrate endurance and water competence
 - Ability to float or tread water for 30 seconds to demonstrate ability to control and change body position and remain unassisted in deep water
 - Ability to retrieve a pool ring from the 1.4-meter depth of the Sky Pool

1.5.4 Double-Diaper Policy

In order to maintain high levels of hygiene in the pool and comply with recommendations by the Centers for Disease Control and Prevention, children who are not toilet trained must comply with the pool's Double-Diaper Policy. A Club-approved, disposable swim diaper should be worn underneath a reusable, elastic-legged and elastic-wasted over-diaper. These items can be purchased from the Pool Office.

1.5.5 Kids' Water Park

- (a) The Kids' Water Park is for children ages 5 and under.
- (b) Lifeguards are not stationed at the Kids' Water Park. Parents and caretakers are expected to watch their children at all times.

1.5.6 Lap Swimming

- (a) Lanes are in place in order to accommodate lap swimmers. Members are asked to extend courtesy to their fellow swimmers by spacing or changing lanes according to speed or stroke. To prevent collisions, lap swimmers should get the attention of any other swimmers present before starting down the lane.
- (b) Two swimmers can share a single lane by swimming side by side. Circle swimming may be instituted if there are more than two lap swimmers sharing a lane at any given time. By swimming counterclockwise or staying to the right, more swimmers can be accommodated in each lane. When resting between laps, keep to the corners of the lane. Check the schedule for designated lap swim times throughout the day.

1.5.7 Pool Closure Procedure

- (a) Contaminated Water
To prevent recreational water illnesses (RWI) caused by germs from contaminated water, the pool will be closed temporarily if the water becomes contaminated by fecal matter, vomit or other potentially harmful substances. The pool will be drained and cleaned accordingly.
- (b) Lighting and Thunder
In the event of lightning and/or thunder, the Sun Deck and Kids' Water Park will be evacuated. They will reopen 30 minutes after the lightning and/or thunder has ended.

1.6 Equipment and Property

- 1.6.1 Swimmers may borrow select equipment to use in the Sky Pool.
- 1.6.2 Equipment must be returned immediately after use. Users are responsible for the equipment at all times and will be required to pay for any loss or damage as determined by the Pool Office.

- 1.6.3 Users must compensate the Club for any damage of pool property, including windows, floors and furniture. For safety reasons, pool users are asked to report any witnessed damage to the Pool Office immediately.

1.7 Changing Rooms and Lockers

- 1.7.1 Towels can be borrowed from the Recreation Desk, changing rooms or Sky Pool area.
- 1.7.2 Keys for changing room lockers can be obtained at the Recreation Desk.
- 1.7.3 All borrowed items must be returned upon leave. Users will be required to pay for any lost or damaged items as determined by the Pool Office.

1.8 Lost and Found

All swim or pool-related items found at the Sky Pool will be dropped off and stored at the Recreation Desk (03-4588-0681) at the end of the day. All other items will be dropped off and stored at the Member Services Desk (03-4588-0230).

1.9 First Aid and Liability for Accidents

First-aid boxes and automated external defibrillators (AED) are available in the Pool Office. All persons using Tokyo American Club pool facilities do so at their own risk. The Club is not responsible for injuries in or around the pool area resulting from personal negligence, with respect to the rules listed herein or through noncompliance with the instruction of lifeguards or other Club staff.

1.10 Lane Capacity Standard

For reasons of safety and hygiene, the maximum number of swimmers permitted in any two-lane area is 25. This area will be expanded by one lane for every additional 15 swimmers. As a result, the number of lap lanes may be reduced to accommodate more family users during the summer months, public holidays or between the hours of 9am and 5pm.

2. Fees

The charges for retail items and guest fees are posted on the notice boards in front of the Family Changing Rooms and Pool Office.

3. Safety Suggestions

3.7 Sun Safety Tips

- (a) The sun's rays are strongest between 10 a.m. and 4 p.m. Always thoroughly apply a broad-spectrum sunscreen with an SPF of 15 or higher to protect against UVA and UVB rays.
- (b) Reapply sunscreen frequently, especially after swimming, perspiring heavily or drying off with a towel.
- (c) Tokyo's hot, humid summers increase the risk of dehydration, sun stroke or heat exhaustion. Remember to drink water at least every 15 minutes and take frequent breaks in the shade to stay healthy.
- (d) Wear a large-brimmed hat to protect your head and neck and clothing to cover as much skin as possible while out of the water.
- (e) Wear sunglasses that block UVA and UVB radiation to shield your eyes from damage
- (f) Some medications, such as antibiotics, can increase your skin's sensitivity to the sun. Ask your doctor or pharmacist about any medication you are taking.
- (g) Children need extra protection from the sun. One or two blistering sunburns before age 18 dramatically increase the risk of skin cancer. Encourage children to play in the shade, wear protective clothing and apply sunscreen regularly.

3.8 Water Safety Tips

- (a) Keep your eyes on young swimmers at all times. Children can drown within seconds and without a noticeable noise.
- (b) Do not rely on such flotation devices as air-filled jackets, water wings and foam toys and noodles to keep children and weak swimmers afloat. These are not adequate substitutions for supervision in the water.
- (c) Make sure to drink plenty of liquids, preferably water, to avoid dehydration.

4. Contacts

The Tokyo American Club swimming pool facilities and programs operate on a daily basis under the direction of the pool manager. The recreation director is responsible for the overall supervision of the pool operations and policies. The Swim Committee acts as a Membership liaison for all pool matters. Members are encouraged to bring suggestions, questions and comments to the attention of the Swim Committee or pool management.

Recreation Director: Susanna Yung

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Pool Manager

Tel: 03-4588-0700 | E-mail: haldane.henry@tac-club.org

Pool Office: 10 a.m.–6 p.m. daily

Tel: 03-4588-0700 | Fax: 03-4588-0662 | E-mail: pool@tac-club.org

www.tokyoamericanclub.org

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