



Drumsheugh Baths Club

Club Membership Information and Code of Conduct for Members

Drumsheugh Baths Club is the only private swimming club in Edinburgh offering swimming and other activities within a Victorian listed building. The fabric of the 1882 building has been conserved and retains the physical characteristics of the original building.

The Club operates as a Limited Company owned by its subscribing members, regulated by the Companies Act and managed by a Board of Directors. Day to day operations are carried out by an Operations Manager and a team of Duty Managers and Leisure Attendants.

In order to provide for your greater enjoyment of the Club and its facilities members are requested to observe the following rules and procedures.

Persistent failure to abide by this Code, or behaviour likely to bring the Club into disrepute will be considered by the Board and may lead to suspension or cancellation of membership.

General:

Smoking (includes e-cigarettes), the use of drugs or alcohol is not permitted within the Club.

It is not permitted for any member, guest of a member, other visitor or member of staff to engage in any form of sexual activity on the Club premises.

The Club does not allow pets (except for registered working assistance dogs) in the Club premises.

Fire exits are clearly marked throughout the building. If there is a fire or if you hear the fire alarm, you should make your way out of the Club through the nearest possible exit and to the assembly point at the top of Belford Road.

If you suffer an accident or injury on Club premises, you must report it and the circumstances under which it happened to the Duty Manager.

You should not use the Club if you have an infectious illness or condition.

To maintain privacy, the use of cameras and picture/video messaging telephones is not permitted anywhere inside the Club premises. Requests to take photographs, for instance of the building or an event, will be considered and must be made in writing to the Operations Manager.

Members should take care of their personal possessions as the Club cannot accept responsibility for the loss of personal effects or valuables.

Staff are on hand to welcome members, help and ensure the welfare and safety of members. The staff have a duty to intervene when they consider any activity is a risk to any member or staff, or where a lack of consideration for others is causing a problem between

members. Staff have the right to require any member, and/or any guest of a member, whose behaviour is giving serious cause for concern to other members or staff to leave the premises.

When in the Club premises, members must refrain from using foul, loud, or abusive language, behaving in a threatening manner, molesting or harassing other members, guests, visitors, or staff. Any such incident will be reported to the Board for its consideration and appropriate action. Please remember that other members and staff always have a right to be treated with courtesy and respect.

Complaints about members, staff or the facility should be made in writing to the **Operations Manager/Company Secretary** for referral to the Board. If a complaint pertains to a member of the Board, that member will be ineligible to attend the meeting of the Board at which the complaint is considered.

No member should give an instruction to a member of staff or subject any member of staff to personal reprimand. Any issue with a member of staff should be taken up, in the first instance, with the Operations Manager and if the issue pertains to the Operations Manager, then with a member of the Board.

A varied programme of activities and Fitness Classes are available for members only. Details are posted on the Club notice boards and further information is available from the Operations Manager.

The Club has reciprocal arrangements with the Western Baths Club and Arlington Baths Club in Glasgow, whereby membership of Drumsheugh Baths Club permits occasional use of both these Glasgow clubs. Details are available from the Operations Manager.

Guests:

Members may bring guests to the Club. Each member may bring up to two guests per visit, but no individual may attend the Club as a guest on more than two occasions in a given month. Junior Members are only entitled to bring junior guests (under 18 years of age) to the Club.

Guests should be signed in by the member and a fee of **£5.00 per guest (subject to periodic review)**, payable by cash or cheque must be tendered to the poolside staff at the time of the visit. Members are responsible for their guests at all times whilst in the Club.

Members may make an application to the Operations Manager for temporary membership for houseguests or visitors who are normally non-residents of Edinburgh.

Guest Passes are available for potential members and should a member know of someone who is interested in applying to join the Club they can obtain from the Operations Manager a guest pass for that prospective member.

Entrance Hall:

Members must always use their swipe cards to gain entrance to the Club. This is necessary to avoid distracting staff from supervision duties and to log and monitor the use of the Club facilities.

To assist in ensuring the highest possible standards of hygiene and cleanliness, all persons entering the Club must remove outdoor footwear in the entrance hall and change into clean indoor footwear. Plastic overshoes are provided for guests and pigeonholes are provided for members' indoor footwear (one per membership).

Bicycles are not permitted in the building and if left inside the premises will be placed outside. Please note that in any such event, the bicycle will be at the owner's risk.

Members are requested to fold pushchairs prior to entering the building and place them adjacent to the pigeonholes for indoor shoes.

Members' mail may be deposited and collected from the tray provided for that purpose, adjacent to the Operations Manager's office window in the entrance hall.

Routine notices are displayed on the notice boards on the stair landings.

Members' Lounge:

The lounge is available to members and their guests for relaxation. A selection of daily newspapers is provided. Please refrain from defacing or removing these from the lounge. Family groups may wish to use the seating area in the closed gallery.

Pool Hall:

The Club prides itself in the quality of its pool water. To maintain this, please always shower before entering the pool, sauna, steam room or hot tub, or when moving from one facility to another such as from the sauna to the pool or hot tub.

Foot and body towels are provided for each member. Members are requested to place their used towels in the receptacles at the poolside, open gallery or entrance hall.

Personal lockers are available to store swimwear, goggles, toiletries and other items. In order to preserve these lockers, members are requested not to place wet swimwear in their locker after use. Members may place swimwear along with towels to be laundered by the staff who will place them in their lockers once dry.

Members must not take glass containers into the pool hall

Pool equipment, roman rings and trapezes must be used with care and consideration for all. Users must be competent swimmers and be able to use the equipment unassisted. The platform for the trapeze can only accommodate one person at a time. Members are asked to

observe these requirements and follow staff requests or directions in the interests of safety for all bathers.

Junior members who cannot swim a full length of the pool must be accompanied by a responsible adult who is a competent swimmer and remain in the shallow end. The use of floatation armbands for non-swimmers is permitted, but not encouraged.

Use of the sauna and steam rooms raises body temperature and this can present a health risk to some persons. Accordingly, children under 16 years of age are not permitted to use the sauna or steam room and any member with a health condition that may be affected by using the sauna or steam room, such as high blood pressure, or a heart condition, is advised to limit their use of these facilities or consult medical advice before doing so. Please read the notice on the outside of the rooms for further details and recommendations.

The hot tub may be used by all members and junior members, however, in the interests of safety, children under 12 years of age must always be accompanied by a responsible adult.

Lap swimming operates during over 18-year-old members' sessions. In exceptionally busy periods, swimmers are requested to consider those waiting so that all have an opportunity to swim within the time available. All swimmers should have due consideration and regard for other swimmers and not obstruct or force them to take evasive action.

The pool hall is available for group hire by members only on Sundays between 16.00 and 17.00, and the closed gallery from 16.00 to 18.00. Bookings should be made via the Operations Manager or staff member responsible for Party Coordination with a deposit of £20 tendered at the same time as the booking form. The number of guests attending must be provided at least seven days prior to the date booked along with payment in full and a list of names provided on the day of the event.

The Gym, Open Gallery and Upstairs Changing Facilities:

Hair drying facilities are available in the open gallery. Members are requested to leave this area as they would expect to find it.

The gym is for the use of over 18-year-old members only. First time users should obtain instructions on the use of the equipment from a qualified member of staff. Instructor-led assisted sessions can be arranged through the Operations Manager.

Out of consideration to other users, music is restricted to personal stereos only. In exceptional circumstances, such as group work where music is desirable, permission may be sought from the Operations Manager.

If you have concerns about your physical condition, you should not do strenuous physical activities without first getting medical advice. You should not take part in any physical activity that you may not be fit for. You are responsible for monitoring your own condition during physical activity.

You should tell the Operations Manager when you join about anything that is relevant to your physical condition. You should continue to keep this information up to date throughout your membership.

You are responsible for monitoring your own physical condition. If you suffer any unusual symptoms, you should stop immediately.

The upstairs changing cubicles/showers are for the use of over 18-year-old members only. Male only or female only use days, or male and female use days alternate throughout the week – staff put a sign on the door each day to advise members. Mixed use of the showers applies when school groups have hired the pool for exclusive use.

The showers are available for gym users on the appropriate day (as per the Timetable).

Cancelling your membership:

The Club does not tolerate staff or members being verbally abused, harassed, bullied, intimidated or physically threatened. If this is found to be the case, the Club will take action that may include cancelling membership with immediate and permanent effect.

The Club may cancel a membership in the following circumstances:

- use abusive language or threatening, violent or aggressive behaviour towards other members or members of staff;
- in the event of persistent inappropriate behaviour, or if the Club believes that the member's continued membership is not in the interests of the Club and other members;
- breach or repeated breaches of the code of behaviour set out herein or of other Club rules.

If your membership is cancelled for any of the above reasons, the Club may at its option retain part or all your current subscription monies to cover any reasonable costs it has or may incur.

The Board of Directors decision regarding any complaint or breach of Club rules will be final.

This Code of Conduct is designed for the benefit of all members to promote a safe and positive atmosphere throughout the Club. This document is revised from time to time and suggestions for improvement or development of the Club may be made in writing to the Operations Manager.

Revision 4: Approved by the Board of Directors November 2018.

Drumsheugh Baths Club. Limited

5 Belford Road

Edinburgh

EH4 3BL

Telephone: 0131 225 2200 Fax: 0131 225 1999

Email: manager@drumsheughbaths.com

Website: www.drumsheughbaths.com

Drumsheugh Baths Club is the only private swimming club in Edinburgh offering swimming and other activities within a Victorian listed building. The fabric of the 1882 building has been conserved and retains the physical characteristics of the original building.

The Club operates as a Limited Company owned by its subscribing members, regulated by the Companies Act and managed by a Board of Directors. Day to day operations are carried out by a Manager and a team of Duty managers and Leisure Attendants.

In order to provide for your greater enjoyment of the Club and its facilities members are requested to observe the following procedures.

Persistent failure to abide by the Code, or behaviour likely to bring the Club into disrepute will be considered by the Board and may lead to suspension or cancellation of membership.