Gym Operating Policy

# Induction

* Two senior students who have been fully trained by Experience Durham staff will provide a training video which outlines how each piece of equipment within the Gym should be used. This will be available to students on DUO
* The Gym Induction video includes:
	+ Pre-use equipment checks
	+ Warming up prior to use and warm down after use
	+ Operating instructions and proper use of the equipment
	+ Common risks of equipment and use and the means to control them
	+ Rules of use (including no lone training) and Van Mildert Gym etiquette
	+ Assessment of user capability along with Physical Activity Readiness Questionnaire
	+ Fault and accident reporting
	+ Booking, check-in and sign-out procedures
	+ Clean as you go procedures
* All students must complete the Physical Activity Readiness Questionnaire which is available on the College website. The questionnaire asks all students to confirm that they have watched the induction video.

# Using the Van Mildert Gym

* In any one session the Van Mildert Gym may only be used by Van Mildert student members of the Gym – a zero tolerance policy will apply
* The maximum capacity of the Van Mildert Gym is 14 people
* Members must not train alone in the Gym
* Van Mildert College Porter or College Operations Team should be notified of any damaged or broken equipment as soon as possible. Gym Com will take responsibility for closing off access to equipment as required.
* Water re-filling facilities will only be available on the Main Landing level of Van Mildert College, it is recommended that members arrive with water bottles already filled. Toilets are available in the Main Building either next to the JCR or on the Main Landing level.
* Each student member takes responsibility for their conduct during the session including ensuring that broken items are reported, the Van Mildert Gym is left as found and the appropriate cleaning procedures followed.

# Cleaning

* The Van Mildert Gym will be available 11am – 11pm daily
* Daily cleaning by College staff will therefore be completed before 11am each day
* Student members of the Van Mildert Gym will also operate a ‘clean as you go’ approach as detailed in the signage displayed in the Gym
* Van Mildert Gym Com will carry out checks 3 times a day, and during the mid-point check will carry out additional cleaning and complete Appendix 1.
* Self-cleaning stations will be in place throughout the Gym which will include appropriate cleaning materials which Gym Com will keep replenished as part of the 3 times a day checks
* Gym Com will carry out cleans using Clinell Universal Wipes as appropriate to the pieces of equipment
* Observations of poor self-cleaning by student members will be reported by Gym Com / Covid Marshal to the Porter and College Operations Manager and may result in the users being restricted in their use of the Gym
* Use of the Van Mildert Gym will be on a first come, first served basis. The maximum capacity of the Gym is 14 people which must be adhered to at all times.

# Management of policy breaches

* Breaches of the Van Mildert Gym Operating Policy will be managed in accordance with the College Disciplinary Procedure. For minor first offence breaches, a warning may be issued by the College Porter or College Operations Manager. All other breaches will be referred to the Deputy Principal via the Occurrence Report system.