



## *Northampton Recreation Department*

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NORTHAMPTON RECREATION DEPARTMENT

## *Aquatic & Family Center Member Handbook*



100 Bridge Road (JFK Middle School)  
Florence, MA 01062

[www.northamptonma.gov/recreation](http://www.northamptonma.gov/recreation)  
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**Dear Aquatic and Family Center Member,**

**On behalf of the Recreation Commission and the Staff at the City of Northampton Recreation Department, welcome to the Aquatic and Family Center (AFC), and thank you for joining this wonderful City facility! In cooperation with the Northampton School Department, we've been offering activities to the public at the JFK Middle School since the pool was added during school renovations in 1996.**

**Over the years, we've worked hard to provide this valuable service to our Community. Opportunities abound to learn new skills, build self-confidence, keep physically active, reduce stress and to spend time with family and friends. There is a range of programs for all ages to enjoy, from swim lessons, water aerobics, open, lap and family swims, basketball, volleyball, knitting, and much more.**

**The staff members of the Recreation Department and the AFC strive to provide a fun and affordable atmosphere for all participants. If you have any questions or suggestions, please don't hesitate to contact us.**

**Enjoy all the benefits of recreation, and have fun!**

**Best Wishes,  
Ann-Marie Moggio  
Director, City of Northampton Recreation Dept.**

## **Most Frequently Asked Questions**

- Q. Can I register for a class on the first day?  
A. Please pre-register. Many classes have registration limits and fill before the first day. Early registration for any class is encouraged. Also, classes that have not met the minimum number of registrants required to run the class may be cancelled.
- Q. Why aren't there more swim hours offered?  
A. The pool at JFK Middle School is used by the students during the day. It is also the home site for the Northampton High Swim team. We offer swim time early mornings, evenings and weekends. Please refer to the pool schedule for specific times (available at the Rec. Dept & AFC and the website).
- Q. What is the pool water temperature?  
A. Our agreement with the School Department is that the water temperature is kept between 80-82 year-round.
- Q. Can I leave my children at the pool to swim while I run errands?  
A. Children ages 10+ with appropriate behavior and a swimming ability of level 3 may swim at the pool without an adult present. All other children must be accompanied by an adult. Please ask the lifeguard for a swim test.
- Q. What type of toys & flotation devices can my child use in the pool?  
A. There is a bin of water toys at the AFC that participants are welcome to use. Any other toys will need to be approved by the lifeguard. Flotation devices are not allowed in the pool. "Bubbles" are allowed with moderation. See bubble policy.

### **Non-resident fees**

Some Recreation Dept. administrative costs are covered by tax dollars. Therefore, those who are not residents of Northampton, Leeds or Florence and are not AFC members are assessed a non-resident fee for classes. (All members pay the same member price for classes. The non-resident fee is incurred when a membership is purchased.)

### **Financial Assistance**

A limited number of scholarships for memberships are available for Northampton, Leeds & Florence residents. Scholarships do not apply to classes. They are considered according to income guidelines on a first-come, first-served basis and are renewed yearly. For more information or application please ask the AFC desk staff or call the Recreation Dept 587-1040.

### **Refund Policy**

Refund requests must be made in writing to the Recreation Dept. They can be submitted via mail, email or drop it off to our office.

Memberships:

- Refunds will only be given in case of physical impairment. Proper medical documentation is required.
- Refunds are prorated from the day the membership was purchased to the day the request is received.

Classes:

- Full refunds will be given when a class is cancelled.
- All other requests must be submitted at least one week prior to the start of the program.
- There is a \$10 service charge for all refunds.

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*\*Please note the contents of this brochure are subject to change.*

### **Features of the Aquatic & Family Center**

- **Six lane heated pool; 3 1/2' - 13' depth**
- **One meter diving board**
- **2 Court gymnasium**
- **6 Tennis courts**
- **Fully accessible for all abilities**
- **Certified lifeguards on duty at all times**

## Mission of Aquatic & Family Center

Welcome to the Northampton Aquatic & Family Center. The AFC opened its doors in 1996. The Northampton Recreation Department, in cooperation with the Northampton School Department, is pleased to offer a diverse variety of programs for the community during the hours that the school is not utilizing the facility. Our programs are open to members and non-members, residents and nonresidents. It is our mission to provide quality and affordable programs to all members of the community.

### Facility Hours

The afternoon pool schedule changes quarterly due to different uses of the facility. Our morning pool schedule usually remains the same year round. In the Fall, Spring & Summer the pool typically opens at 3:00p.m. on Mon., Wed. & Fri., 4:00p.m. on Tue. & Thu. and 10:00a.m. on weekends. During the winter season (Thanksgiving - mid-March), the pool opens later in the afternoon due to the high school swim team's usage of the facility. A pool schedule with a detailed list of pool times and closings is available at our reception desk, on our website as well as at the Northampton Recreation Department office. Schedules are subject to change due to programming or special events.

The Aquatic & Family Center is closed on all major holidays:

New Year's Day	Martin Luther King Day
Presidents' Day	Patriot's Day
Memorial Day	Independence Day
Columbus Day	Veteran's Day
1/2 day before Thanksgiving	Thanksgiving Day
Day after Thanksgiving	Christmas Eve
Christmas	1/2 day New Year's Eve

The AFC closes each year for the last week of August through Labor Day for annual cleaning and maintenance.

[www.northamptonma.gov/recreation](http://www.northamptonma.gov/recreation)

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### Lockers

Lockers are available for member use. These are for day use only. Please feel free to bring your own lock, however you must take your lock and belongings with you when you leave to allow space for others. Locks other than school locks will be removed if left overnight. We strongly encourage you to leave valuables at home and not bring them to the AFC.

### Aquatic Equipment

Goggles, caps, and bubbles for children are available for sale in the AFC office. (Equipment in the storage area of the facility is for *classes only*.)

### Evaluations

Evaluation forms & a comment box are available at our reception table at all times. Please take the time to let us know how your experience with us has been. Your input is important to us in our effort to provide the best quality programming.

### Health Provider Reimbursement

Check with your health care provider. You may be eligible for a partial reimbursement on your membership.

### Lost & Found

The Aquatic & Family Center is not responsible for lost, stolen or damaged property; however, we do keep lost and found items for a minimum of one week, after which they are donated to charity.

### Tennis Courts

Members of the AFC receive free access to the courts during designated member times. A household pass is required for other use of the courts. Passes are available at the Northampton Recreation Department.

Northampton Recreation Department

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## Guidelines for Parents

Canceled classes and swim times are an inconvenience for everyone. Every time there is an “accident” in the pool, the pool must be cleared for up to 24 hours while clean-up and chemical disinfecting occurs. Help us limit the number of times the pool needs to be closed for “accidents”.

- Encourage your child(ren) to use the bathroom before swimming, even if they do not need to go.
- Be aware that your child may need to use the bathroom during your swim time. Watch for signs and be prepared to make a bathroom trip.
- Swim diapers and tight-fitting plastic pants for children who are not 100% trained to use the toilet are required.
- The same clean-up procedure is followed when someone vomits in the pool. Please monitor your child’s “underwater” swim time and amounts of water that may be swallowed. Please watch your child for signals.
- Children 6 years of age or older should use the appropriate locker room.
- Our lifeguards are on duty to respond to emergencies and enforce safety rules but parents are ultimately responsible for supervising their children.

## Bubble Policy

Bubbles need to be used under supervision. An adult needs to be in the water within arms reach of the child wearing the bubble. All children wearing bubbles must stay in the shallow end of the pool, as designated by the flags.

No inflatable flotation devices are allowed.

## Memberships & Benefits

Memberships are available for six or twelve months (special membership lengths available upon request). Resident and non-resident adults, seniors, families or children may purchase a membership.

Once a membership is obtained, participants will be issued a membership card within two weeks. Members MUST present their cards at the AFC office upon arrival. If a card is forgotten, members will be asked for an I.D. in order to verify membership status. Lost cards can be replaced for a \$5 fee. *Loaning a membership card will result in termination of your membership.*

- Once you become a member you will have free access to the pool and gymnasium during designated "open swim" or "open gym" hours. Present your membership card at the AFC office.
- All members qualify for discounted rates to our variety of classes, in addition to discounts on Musante Beach passes.
- Four (4) free guest passes are received with each 12-month membership.
- Anyone accompanied by an AFC member will receive a \$1 discount on their walk-in fee.
- AFC members have access to the 6 tennis courts during the Spring & Summer months during designated times. A season pass is not required if you are a member. Simply present your AFC membership card at the AFC office.
- Discounts on classes, Musante Beach passes, Birthday Party Rentals.

Please see our website or the reception desk for current membership rates.

## Class Registration

Pre-registration is required for all classes at the AFC, as space is limited. If a class is under-enrolled it may be cancelled. Completed registration forms, with payment, are accepted at the AFC office during office hours or at the Recreation Dept main office located at 90 Locust St, on the grounds of Smith Vocational High School. Registrations may also be dropped off at the Recreation Dept's drop slot after hours. Cash, checks, MasterCard, Visa & Discover are accepted. Please make checks payable to the City of Northampton or the Northampton Recreation Dept. Registration forms can also be found on our website.

## Programs

A wide range of high quality and wholesome recreational opportunities are offered to meet the leisure needs and interests of citizens of all ages and abilities from Northampton and surrounding areas. Along with lap and open swim times, some other programs offered are:

Water Aerobics	Swim Lessons
Diving	Private Swim Lessons
Masters Swim Club	Lifeguard Training Course
Knitting	Senior Swim
Special Events	NAS Swim Team
Birthday Parties	Open Basketball & Volleyball

## Inclement Weather Closings

If schools are closed due to inclement weather, then the AFC is closed for the entire day. If Northampton schools have a delayed opening, all AFC morning classes are cancelled. The AFC will most likely open later in the day. You can check the Recreation Department's website ([www.northamptonma.gov/recreation](http://www.northamptonma.gov/recreation)), you can call the cancellation hotline at 587-1044, or watch Channel 22 (winter only) for these postponements or cancellations.

[www.northamptonma.gov/recreation](http://www.northamptonma.gov/recreation)

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## General Facility Rules

- Enter through the rear of the building, across from the tennis courts.
- Check and sign in at the registration desk. Enter and exit the pool area through the locker rooms.
- Parking is allowed in the parking lot only.
- There is no access to the rest of the building.
- The City of Northampton is not responsible for lost or stolen items.

## Pool

- A soap shower is required before entering the pool, per order of Board of Health.
- Lifeguards have full authority in the pool area. Swim only when there is a lifeguard on duty.
- Proper swim attire is required (no cutoffs or pants below knee length).
- Pool & diving board rules are posted. Please read.
- Children under the age of 5 must be accompanied in the water and supervised by an adult.
- Children wearing bubbles must remain in the shallow end of the pool & be accompanied by a participating adult.
- No inflatable devices, kickboards, glass or food allowed in the pool.
- Infants or children not toilet trained must wear swim diapers or pants that gather at the legs.
- No flips of any kind are allowed off the diving board or side of the pool. No diving in the shallow end.
- Per City Ordinance this is a non-smoking facility both indoors & outdoors, including the parking lot, tennis courts & playing fields.
- No running, pushing or horseplay of any kind.

## Gym

- Clean, dry sneakers only are allowed in the gym.
- Use respectful language and behavior at all times.
- No dunking or hanging on the rims of basketball hoops.

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