

Rules and Regulations

1. Eligibility

1. All permanent employees will be eligible to utilise the fitness facility.
2. Temporary staff, contractors and secondees will be considered for membership dependant upon membership levels.

2. Membership by Direct Debit

1. Membership fees will be taken by Direct Debit on the first of each month. Membership fees will be reviewed annually.
2. All changes in membership details including bank details, home address and health status must be communicated to the Club in writing.
3. The facilities available to you, the amount you pay and when you can use the centre will depend on your membership. Your membership is shown on your agreement form.
4. If you wish to change your payment plan from Direct Debit to a salary sacrifice payment plan (such as Select), you must inform us in writing by the 15th day of the month in order for us to stop collecting further Direct Debit payments from you from the following month.

3. Cancellation/Suspension of Membership

1. You may cancel your membership by providing a minimum of one calendar month's written notice from the first of that month. If this is not provided and the member has cancelled their own direct debit the month's notice will be asked for by cash/cheque or credit card.
2. It is the responsibility of the member to make sure that your centre has received your written notice by the first day of the month if you want your agreement to end on the last day of the same month.
3. Membership will be deemed to be terminated in the case of contractors, temporary staff or secondees if no longer located within the building.
4. You may suspend your membership in cases of long term sickness, injury, pregnancy, secondment or temporary relocation. In all cases of suspension through medical cause, a letter from a GP or medical practitioner must be presented.
5. If you want to suspend your membership you must tell us in writing or by filling in a form at the centre. You will need to inform us before the 15th day of the calendar month in order to suspend for the following month. You will need to let us know when you plan to return to the centre. We will not charge you membership fees while your agreement is suspended. Suspension of memberships shall be for a minimum of one month and a maximum of 12 months.

3.6 The management reserve the right to terminate the membership of any member. This shall be:

- without notice in the event of a member committing a serious breach of the Rules and Regulations
- by notice in writing if any sum owing by the member remains unpaid one month after date due for payment
- under no circumstances will refunds be given to members who terminate memberships.

7. If you wish to become a member again within 12 months after cancelling your membership, we will not charge you a joining fee if you previously cancelled your membership for any of the following reasons (proof must be provided):

- Long term sickness
- Pregnancy
- Injury
- Temporary relocation
- Secondment

If you cancel your membership for any other reason, you will not be charged a joining fee if you become a member again within three months after cancelling your membership.

4. Inductions

1. Gym inductions are non-compulsory but please ask a member of staff if you request one or to be shown how to use the equipment.

5. Aerobics Studio

1. Aerobics and workout classes in the studio will be available by booking only on a 'first come first serve' basis one day in advance via the online booking system.
2. In the interests of safety, participants may not be admitted into the class after the warm up period.
3. Please put away mats and other exercise equipment after use.

6. Health and Exercise Precautions

1. Do not increase your exercise programme beyond the progressions stipulated by the Instructor without first consulting him/her or use any piece of equipment you are unfamiliar with.
2. Do not exercise if you have been drinking, lost a lot of sleep, have not eaten sufficiently, have a heavy cold or flu, or are under medication.

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6. Health and Exercise Precautions (continued)

3. If you have any form of lay-off from exercise do not carry on where you left off but perform a lighter workout and build up again gradually.
4. If you become pregnant, have any injuries or operations, please inform the Fitness Staff before exercise.
5. Listen to your body. If any exercise hurts, you feel unwell or light-headed, stop exercising and inform the Fitness Staff.

7. Clothing

1. Outdoor shoes are not permitted in the gymnasium or aerobics studio.
2. All participants must wear appropriate footwear whilst exercising (i.e. training shoes) and suitable clothing (shorts, t-shirts, tracksuits, leotards and leggings). Tops must be kept on at all times in the exercise areas.
3. Nuffield Health reserve the right to refuse entry to members inappropriately dressed.

8. Lockers

1. Lockers are for sessional use only.
2. Items left in lockers all day or overnight will be removed and stored at reception. Recovery of these items will incur a fine.
3. The centre is not responsible for the contents once removed.
4. For security reasons, lockers should be used for all personal belongings.
5. Items of lost property will be disposed of if not claimed after four weeks.

9. Liability

1. Nuffield Health liability for loss, damage or theft to member's property is strictly limited to any damage or loss suffered as a direct result of the negligence of Nuffield Health.
2. All members use the Centre at their own risk. Neither Nuffield Health nor the company can accept liability of any accident that may occur on the premises other than liability which may arise from negligence of Nuffield Health, its staff or the company.
3. Nuffield Health reserve the right to refuse admittance to a member who is medically unfit. All members are required to inform the centre of any changes in health status.

10. Members Conduct

1. Food should not be eaten in any part of the facility.
2. Smoking is prohibited in all parts of the facility.

3. Please be courteous to fellow members and ensure that you keep to the time restrictions on equipment as indicated.
4. Please wipe down equipment in the gym after use with the paper towel provided.
5. Disorderly conduct or conduct liable to cause offence to other Centre users may result in the termination of membership.
6. Members who wilfully or negligently cause damage to the centre facilities or equipment will be liable for the cost or repair. Disorderly, rude or offensive behaviour may result in termination of membership.
7. Members are entitled to one towel per visit. Please place in the provided towel drop box once used.

11. General

1. Members must at all times observe the Rules and Regulations. Nuffield Health reserve the right to amend these rules at any time with one month's notice.
2. The centre may withdraw all or part of the facilities for any period when required for any repair attention or maintenance work.
3. The centre reserve the right to vary the opening times of the centre facilities.
4. Opening hours will vary from centre to centre. Please ask your centre for specific details.
5. Any loss of membership cards or locker keys will incur a replacement charge.

12. Data Protection

1. Any information about you provided in the course of you joining the centre will be used by Nuffield Health in order to administer your membership. Your details may also be used to send you information about Nuffield/ Fitness promotions from time to time – please let the fitness centre know if you do not wish to receive this information. Your details may be disclosed to third party service providers which support Nuffield Health and the fitness centre facilities. The information will be processed in accordance with applicable data protection laws and be safeguarded appropriately.

Adherence to the above is much appreciated and will ensure that all members can achieve the maximum benefit and enjoyment from their visits to the Centre.