



*Provide a Safe Learning and Working Environment*  
**SCHOOL DISTRICT 11 SAFETY STANDARD**

**Colorado Springs School District 11**

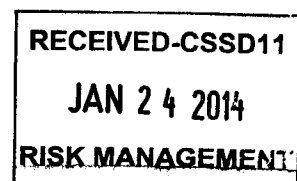
**SAFETY STANDARD**

**Use of District Gymnasiums and Exercise  
Facilities by District Employees**

1. This Safety Standard was developed by the Safety Office, Risk Related Activities Department.
2. A technical review and content acceptance was performed by:
  - Director of Athletics and Physical Education
  - Director, Facilities Department
  - Manager, Workers' Compensation Program
  - Assistant to Risk Management
  - Manager, Facilities Rentals

Approved:  Date: 1/23/14

**Glenn Gustafson**  
Deputy Superintendent / Chief Financial Officer





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District 11 recognizes and supports the importance of maintaining a high level of awareness and actions required for employee health, safety, and wellness. This Safety Standard addresses the minimum requirements for the use of District gymnasiums and exercise facilities by District employees.

1. **EMPLOYEES ONLY** are permitted to use the gymnasium/exercise facilities at no charge. No guests will be allowed to attend with an employee.
2. Swimming pools are excluded from personal use.
3. Only fitness/wellness activities approved by the principal at the requested school will be allowed.
4. All employees must register with the school principal to use the school gymnasium/exercise facility where they are employed.
5. The principal of the requested school may choose a designee to register employees and keep the necessary paperwork on file.
6. If employees want to use the gymnasium/exercise facility at a school where they are not employed, they will need a sponsor who is employed at the requested school.
7. Administration/FOTC employees may use the gymnasiums/exercise facility at any school, but must coordinate such use with the principal at the requested school.
8. Employees may register to use a District gymnasium/exercise facility on a first-come, first served basis, but must understand that they may be bumped for District rental events.
9. All employees must sign and have on file at the requested school a Release of Liability for Personal Use of D11 Gymnasiums and Exercise Facilities. Proof of the employee's medical/health insurance must be attached to the release form.
10. Time of use and access to the gymnasium/exercise facility, and equipment usage is at the discretion of the school principal.
11. All employee activities must be scheduled on the Schedule FM school calendar.
12. Employees are responsible for leaving the facility in the condition in which it was found. If clean-up is required after employee use, the employee may be charged for custodial services.



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**Release of Liability for Personal use of D11 Gymnasiums & Exercise Facilities**

I, \_\_\_\_\_, understand that my personal use of D11 gymnasiums and/or exercise equipment is undertaken at my own risk and only on my personal time. I understand that Colorado Springs School District 11 is not responsible for any injury I may suffer as a result of using District 11 facilities and/or equipment. I also understand that any injury incurred while using the facility and/or equipment on my personal time, and not within the course and scope of my employment, is not covered under the District 11 Worker's Compensation program, and that I am personally responsible for any and all medical treatment and associated costs that I may incur if I am injured while using District 11 facilities and/or equipment. I further understand that personal use of any District 11 facility and/or exercise equipment is a privilege for currently employed District 11 employees ONLY and not a right and that permission for such use may be revoked by the District at any time, for any reason. I also understand that I may not, under any circumstances, bring in anyone not currently employed by District 11 to utilize District facilities.

District 11 swimming pool facilities are specifically excluded from personal use by anyone, unless such use is in accordance with District 11 rental policy KF-R.

\_\_\_\_\_  
Participant's Name (please print)      Participant signature      Date

\_\_\_\_\_  
Principal / Dept. Head (please print)      Principal / Dept. Head Signature      Date

**Below please fill in hours and dates of use requested and approved:**

Dates of Use	Hours of Use