

KODIAK AREA NATIVE ASSOCIATION'S  
**WELLNESS CENTER**  
**Policies of Use and Conduct**

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The staff at the Wellness Center provides education and assistance for all members to ensure a safe and productive workout environment. These guidelines help us meet our business needs and define the expected behavior of each participant to ensure the safety of all users. Please respect the requests of our staff members and follow any instructions they give you.

*The staff at the Wellness Center may ask you to leave if you disregard any of these policies or your conduct is believed to be unsafe to you or others.*

#### GENERAL

1. Every person entering the Wellness Center must complete the Wellness Center Waiver prior to using the facility. Waivers will be completed on an annual basis occurring every January.
2. Usage of this facility is limited to KANA beneficiaries, employees, Veterans, and Commissioned Corp Public Health employees and their immediate family members who are registered with KANA.
3. A member may bring one guest with them if desired. Guest must be accompanied by an active gym member at all times; no guest may use the facility without their sponsor present. Your guest may not be paid (i.e. personal trainer hired).
4. Everyone will check in at the desk when they enter, including guests.
5. If you choose to participate on our social media pages, your comments and activities will be respectful, PG rated, and appropriate for our members. The purpose is to encourage and positively influence others. If you cannot follow these rules, you will be blocked from commenting.
6. Gym users are to have proper and clean gym attire with no metal or hard plastic items on their clothing. No outdoor shoes are allowed; please bring a clean indoor pair for your workouts as you will be asked to change into them.
7. Personal gloves or wraps are required when using the punching bags. If you are kicking the bags make sure you do not have any metal or hard plastic on your shoes, or take your shoes off.
8. This is a family and PG rated facility – no foul language allowed. KANA prioritizes the value of respect and asks that you demonstrate respect for others.
9. It is the policy of KANA to not tolerate the use of drugs or alcohol. Any indication of usage by what we see or smell and you will be asked to leave. This is for your safety and the safety of others.
10. No chalk is allowed in the gym.
11. No food or snacks are allowed in the gym.
12. Open liquid containers are not allowed in active gym areas or on machines.
13. Wipe down ALL equipment when you are finished with a clean towel and cleaning solution provided.
14. Put equipment away and replace weights to their racks as indicated.
15. Unsafe lifting technique or other unsafe practices will be corrected by staff.
16. Please bring your own towels and bath supplies if you plan to use the showers. Wipe down showers and remove excess water from the floor after you finish. Be respectful of others and keep your showers short during busy times.
17. Small and large lockers are provided to store your shoes and personal belongings while you are using the facility. The entry way is not to be used for shoes or personal belongings and your items will be placed in a locker if left out. If you are interested in a locker for long-term storage, please check with staff for availability.
18. Please take all your personal items with you at the end of the day. Items left at the end of the night will be collected and donated at the end of the month to a local charity.

*My signature on the annual Wellness Center Waiver is an acknowledgement that I have reviewed and agree to abide by the above Wellness Center Policies of Use and Conduct. I will actively contribute to the safety and success of all members while I am using the facility.*