

FUNCTIONAL TRAINING ROOM ACCESS CODE POLICIES AND PROCEDURES

Purpose: These policies and procedures are used to keep a consistent protocol with the Personal Training, Group Fitness Instructor, and Fitness Monitor staff positions when utilizing the access code for the Functional Training Room (FTR).

Scope: These policies and procedures are used by all Fitness & Wellness staff.

Policies:

I) PERSONAL TRAINER FUNCTIONAL TRAINING ROOM ACCESS CODE POLICIES

- a) The code is only to be used when accessing the FTR room.
- b) Access code will be distributed by professional staff on necessary basis.

II) INSTRUCTOR AND MONITOR FUNCTIONAL TRAINING ROOM ACCESS CODE POLICIES

- a) Access code will be distributed by professional staff on necessary basis.
- b) Monitors are only to use the code when checking in the class