

SEL WELLBEING CENTER

MEMBER RESPONSIBILITIES

Welcome to the SEL Wellbeing Center! This gym facility is provided by SEL, and managed by our Corporate Wellbeing team. The Following outlines a set of member responsibilities to ensure a fun and safe experience while using the gym. **The Wellbeing Center is owned and operated by SEL, therefore conduct while using the facility should conform to the policies outlined in our employee handbook.**

EQUIPMENT

- Equipment is purchased and serviced by quality vendors in accordance with equipment maintenance recommendations, or as needed
- Equipment has been placed per safety standards; do not move large equipment without prior approval by SEL Wellbeing staff
- Equipment should always remain inside the gym
- No outside equipment is allowed inside
- Weights and other equipment must be re-racked properly and should never be purposefully dropped
- Misusing equipment can result in injury and/or damage to the equipment; follow directions and instructions. Ask for assistance from the SEL Wellbeing staff if you are unfamiliar with equipment
- Any feedback regarding equipment or needs of new equipment should be shared with SEL's Wellbeing Team

HEALTH + SAFETY

- Employees who are authorized users of the Wellbeing Center may not allow non-members, including family members, to use the gym facility. Members should not let unauthorized individuals into the gym
- Children under the age of 16 are not permitted in the gym
- Please do not utilize the gym if you are sick
- Only approved trainers provided by the SEL Wellbeing Center can provide personal training in our gym facilities

- We recommend exercising with a partner, especially if you are lifting heavy weights
- Please report any incidents, injuries and/or malfunctioning equipment to the Wellbeing Center staff immediately. Do not attempt to fix the equipment yourself

CONDUCT

- No outside food or drink (other than water in a spill proof container) is allowed in the gym
- Per SEL's dress code, please wear clean, appropriate athletic attire. Shirts should be worn at all times and cover your entire torso
- Closed-toed, athletic shoes should be worn at all times, except in the fitness classroom
- Bathroom + shower usage limited to one person per stall to respect the time and use of other members
- Please treat staff and other members with dignity and respect

PERSONAL BELONGINGS

- Members are responsible for securing their belongings. SEL is not responsible for lost or stolen items
- If it isn't yours, don't take it. Please respect other members' property
- Lost items should be returned to the SEL Wellbeing Center staff, or an office administrator (for gyms that are not regularly staffed)



**SEL
WELLBEING
CENTER**

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