

CYCLING POLICIES

THE FOLLOWING POLICIES WILL BE IN EFFECT STARTING TUESDAY, SEPTMEBER 6TH, 2011. WE WILL SLOWLY BE MOVING THIS DIRECTION THROUGHOUT THE SUMMER IN ORDER TO PHASE OUT THE OLD POLICY AND PHASE IN THE NEW. MONDAY THROUGH FRIDAY WILL BE DIFFERENT FROM WEEKEND DUE TO THE DISTANCE OUR CYCLING INSTRUCTOR(S) DRIVE TO COME IN TO TEACH.

- THERE ARE 18 BIKES AVAILABLE FOR EACH CLASS (UNLESS OTHERWISE NOTED DUE TO MAINTENANCE).
- **MONDAY THROUGH FRIDAY CYCLING CLASSES**: SPIN PASSES WILL BE AVAILABLE TO PARTICIPANTS **20 MINUTES BEFORE CLASS AND CAN BE PICKED UP NO LATER THAN 5 MINUTES AFTER CLASS STARTS**. PARTICIPANTS ARE ONLY ALLOWED TO PICK UP ONE PASS, THEY CANNOT PICK UP A PASS FOR ANY OTHER PERSON (THIS INCLUDES SPOUSES, SIBLINGS, SIGNIFICANT OTHERS OR CHILDREN). THE WELCOME DESK STAFF WILL HAND OUT THE 18 LAMINATED TICKETS IN ORDER AS PARTICIPANTS SHOW UP FOR THE CLASS.
 - We do ask that there is no loitering in the lobby area around the front desk, if you are early please be respectful of front desk staff and their need to answer phone calls, check members in, etc.
- THE INSTRUCTOR WILL COLLECT TICKETS AS THE CYCLISTS ENTER THE CYCLING ROOM OR DURING WARMUPS. IT IS THE INSTRUCTORS RESPONSIBILITY TO COUNT AND RETURN ALL OF THE TICKETS TO THE WELCOME DESK AFTER CLASS. THE INSTRUCTOR SHOULD REPORT ANY MISSING TICKETS TO THE WELCOME DESK ATTENDANT SO THEY CAN MAKE A NOTE FOR JOHANNA.
- **SATURDAY AND SUNDAY**: CLASS PARTICIPANTS CAN CALL OR COME IN **1 HOUR** PRIOR TO THE START OF THE CLASS THEY WOULD LIKE TO ATTEND. THEY MUST GIVE THEIR FIRST AND LAST NAME AND PHONE NUMBER TO THE WELCOME DESK ATTENDANT TO BE PLACED ON THE SIGN UP SHEET. CLASS PARTICIPANTS **CANNOT** SIGN UP ANY OTHER PERSON (THIS INCLUDES SPOUSES, SIBLINGS, SIGNIFICANT OTHERS OR YOUR CHILDREN) BESIDES THEMSELVES WHEN THEY CALL OR COME IN. THEY ALSO **CANNOT** GIVE AWAY THEIR SPOT TO SOMEONE ELSE IF THEY CANNOT MAKE IT. THEY MUST CALL AND CANCEL AND LET THE OTHER PERSON CALL AND RESERVE A SPOT. CLASS PARTICIPANTS WHO CALL IN **CANNOT** LEAVE A VOICEMAIL TO RESERVE A SPOT ON THE SIGN UP SHEET (OR TO CANCEL THEIR RESERVATION); THEY MUST TALK TO A WELCOME DESK STAFF (PERSONALLY) TO GUARANTEE THEIR SPOT ON THE SIGN UP SHEET IF A SPOT IS AVAILABLE IN THE FIRST PLACE.
- **WELCOME DESK ATTENDANTS MUST SERVE THE NEEDS OF ALL CUSTOMERS; THEREFORE YOU MAY HAVE TO WAIT IN LINE TO OBTAIN A TICKET. PLEASE BE PATIENT AND POLITE WHILE WAITING.**

The Quincy Family YMCA reserves the right to change the cycling class signup process if there becomes a problem. Any changes to the process will be communicated with all cycling participants well in advance of any changes.

QUINCY FAMILY YMCA GROUP CYCLING SAFETY GUIDELINES

- **ATHLETIC SHOES OR CYCLING SHOES ARE REQUIRED.**
- CYCLING PARTICIPANTS ARE ENCOURAGED TO BRING A TOWEL AND WATER BOTTLE TO **EVERY** CLASS.
- **WE RECOMMEND THAT PARTICIPANTS ARRIVE 5-MINUTES BEFORE CLASS** FOR PROPER SET UP ON BIKES.
- SOME INSTRUCTORS ENCOURAGE CYCLING PARTICIPANTS TO BRING AND WEAR A HEART RATE MONITOR. DURING CLASS, HEART RATE MONITORS HELP TO GAUGE WHETHER OR NOT YOU ARE WORKING OUT AT YOUR MAXIMUM HEART RATE TO BURN THE MOST OPTIMAL AMOUNT OF CALORIES.
- **PARTICIPANTS ARE NOT ALLOWED IN A CLASS AFTER 10-MINUTES HAVE PASSED** FOR YOUR SAFETY AND THE SAFETY OF THE CLASS.

FALL I CYCLING SCHEDULE (subject to change)