



KAMEHAMEHA SCHOOLS®

KAPĀLAMA

KSK Recreational Facilities Use Rules and Guidelines

These KSK Recreational Facilities Use Rules and Guidelines provide parameters for safe, educational, athletic, and recreational use of designated Kamehameha Schools Kapālama (KSK) recreational facilities and equipment by KSK staff, KSK alumni¹, and immediate family members of KSK employees who reside on campus.

KSK staff and KSK alumni are expected to familiarize themselves with the requirements of these rules and guidelines and ensure their use of KSK recreational facilities comply with these requirements at all times.

General Guidelines

1. Prior to using KSK recreational facilities, KSK staff and KSK alumni must receive approval to use the facilities.
 - a. To request approval to use KSK recreational facilities, KSK staff and KSK alumni must complete and submit the following documents:
 - i. KSK Recreational Facilities Use Application and Acknowledgment Form
 - ii. KSK Recreational Facilities Use Indemnification Statement
 - b. If approved, KSK staff will be issued a sticker that must be applied to their KSK employee badge, and KSK alumni will be issued a recreational facilities ID badge; KSK staff and KSK alumni must present the appropriate badge to use KSK recreational facilities.
 - c. Applications and forms may be submitted as follows:
 - i. **KSK staff** should submit their forms to KSK Athletics Department via email to kskwarriorathletics@ksbe.edu, or via US mail to: KSK Athletics Department, Building 35, 1887 Makuakane Street, Honolulu, HI 96817.
 - ii. **KSK alumni** should submit their forms to KSK Halaukukalaulama via email to halaukukalaulama@ksbe.edu, or via US Mail to KSK Halau Kūkalaulama, Building #58, 1887 Makuakane Street, Honolulu, HI 96817.

¹ KSK alumni are defined as former KSK students who graduated (received a high school diploma) from Kamehameha Schools. Use of KSK recreational facilities under this program is limited to KSK alumni only; use of KSK recreational facilities does not extend to spouses or other family members who are not KSK alumni, KSK employees, or current KS students. KSK alumni will be charged a non-refundable, one-time application fee of \$10.00 to use KSK's recreational facilities.

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2. Student programs and KSK programs and activities shall have priority over all facilities and equipment usage throughout the KSK campus.
3. Animals are not permitted on the KSK campus or in KSK recreational facilities, unless utilized as a guide for individuals who require assistance from the animal. Proof of animal's training and vaccination shots may be required.
4. All KSK recreational facilities must be used for the purpose for which they were intended.
5. Possession or consumption of alcoholic beverages, illegal drugs, including public intoxication, is strictly prohibited anywhere on campus and in KSK recreational facilities at all times.
6. Smoking (including electronic cigarettes) and spitting (including the use of chewing tobacco, betel nut, or other similar substances) are strictly prohibited in KSK recreational facilities at all times.
7. Stereos, portable/phone speakers, etc., are not allowed. Headphones are required at all times for playing music, audio books, etc.
8. Food, drinks, or chewing gum, except water in closed containers, are not allowed in KSK recreational facilities.
9. Bicycles, rollerblades, and skateboards are not allowed.
10. Signs, posters, or other advertisements are not allowed.
11. Appropriate attire is required at all times. Shirts are required for all users at all recreational facilities except for Kalani'ōpu'u Swimming Pool. Appropriate and modest swimwear is required at Kalani'ōpu'u Swimming Pool. Attire should not display violence, drug-related themes, or profanity. KSK reserves the right to determine whether attire is appropriate for use of KSK facilities.
12. Appropriate athletic footwear is required in all activity areas. Footwear which may scuff or leave black marks on floors (e.g. boots) or that may be unsafe (e.g. sandals or slippers) are not allowed in all program areas, except the pool where slippers are allowed.
13. Profanity and abusive language are not allowed on campus at any time.
14. Horseplay (e.g., running, shoving, etc.) is not permitted.
15. Loitering at facility after proscribed usage times is not permitted.
16. Only vehicles identified on the KSK Recreational Facilities Use Application Form may enter KSK campus. Parking is limited to designated areas only during the hours outlined on the KSK Recreational Facilities Use Schedule. Vehicles remaining on campus outside the specified hours or parked in unauthorized areas may be subject to towing, and may subject the user to loss of recreational use privileges.
17. Only the KSK staff or KSK alumni identified on the KSK Recreational Facilities Use

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Application Form may enter the KSK campus and use KSK recreational facilities. Other family members or friends of the user are not eligible to enter or use KSK recreational facilities.

18. Users are expected to be considerate of others at all times, including sharing of surrounding areas, floors, properly disposing of trash, controlling headphone volume to avoid disturbing others, sanitizing equipment before and after use etc.

In addition to the general guidelines outlined above, the following facilities have additional specific rules as follows:

Gyms

1. Hanging on the rims or backboard pads is not allowed.
2. Bleachers are for sitting only; no “running of stairs” or lying down is permitted.

Track

1. Kūnuiākea track may be used for walking or running with proper footwear and attire during the hours outlined on the KSK Recreational Facilities Use Schedule, daylight permitting. Please note that there may be times of the year when the track may not be used during the designated hours due to lack of daylight.
2. The track may be used by pedestrians only; strollers, roller blades, skateboards, etc., are not permitted on the track.

Weight Room, Cardio Equipment, and Aerobics Rooms

1. Spotters are required for all free-weight exercises.
2. Users are required to clean equipment after each use.
3. Users shall provide their own towel for use on machines.
4. Weights and other equipment shall not be removed from the weight or aerobics rooms.
5. Olympic style lifts (e.g., cleans, snatches, and jerks) and their variations or combinations are not permitted.
6. Collars on all bars are required.
7. Training orientation is mandatory for all users of weight room equipment. Ask facility staff for guidance and training prior to using equipment for the first time.

Playgrounds

1. Playgrounds are for age-appropriate use only for children of KSK employees who reside on campus. Young children must be supervised by a responsible adult.
2. Playgrounds may be used during the hours outlined on the KSK Recreational Facilities Use Schedule, daylight permitting. Please note that there may be times of the year when the playgrounds may not be used during the designated hours due to lack of

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daylight.

Tennis Courts

1. Tennis courts are available on a first-come, first-served basis; contact KSK Security at 842- 8332 for court access; please allow up to 30 minutes for KSK Security to open a court.
2. Tennis nets shall not be removed from courts.
3. Users must provide their own tennis rackets and balls.
4. Tennis courts may be used during the hours outlined on the KSK Recreational Facilities Use Schedule, daylight permitting. Please note that there may be times of the year when the tennis courts may not be used during the designated hours due to lack of daylight.

Campus Walk/Jog Course

1. Certain roads on the KSK campus are designated for walking/jogging (please see attached campus map). Users who wish to walk/jog on KSK campus may do so only on the designated roads.
2. Walkers/joggers must remain on sidewalks (where present) or within designated shoulder lanes; when necessary, cross streets only at designated, marked street crossings.
3. Walking/jogging on KSK campus roads is only allowed during the hours outlined on the KSK Recreational Facilities Use Schedule when daylight permits. Please note that there may be times of the year when walking/jogging on KSK campus roads will not be permitted due to lack of daylight.
4. Walkers/joggers must maintain awareness that they are on active roadways. Walkers/joggers will wear reflective clothing and take other measures to ensure they are clearly visible by motorists.

Refusal of Usage of Kamehameha Schools Facilities and Equipment

KSK reserves the right to interpret these rules and guidelines in the best interest of its students, faculty, staff, guests, and school. KSK reserves the right to disallow usage of its facilities and equipment to any individual or group who may disregard or disobey these KSK Recreational Facilities Use Rules and Guidelines.

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Please complete and return the section below with your KSK Recreational Facilities Use Application before beginning recreational use of KSK facilities.

Name of Applicant (PRINT) _____

Date of Application _____

Applicant's Contact Information		
Mailing Address:		
City:	State:	Zip Code:
Email:		
Phone:		

Emergency Contact Information
Name:
Relationship:
Phone:

I, _____(print name) acknowledge that I received a copy of the KSK Recreational Facilities Use Rules and Guidelines. I further acknowledge that I have read and understand the rules and guidelines for my use of KSK recreational facilities, and that I will abide by these rules and guidelines at all times. I understand that my failure to follow the rules and guidelines may result in a loss of privileges to use KSK recreational facilities.

If I am a campus resident and my children are eligible to use KSK's recreational facilities, I further understand and agree that I will ensure their use complies with the KSK Recreational Facilities Use Rules and Guidelines.

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Participant's Signature

Date
