THE MAC AT FIRST WOODWAY

Recreation Facilities Usage Policies

(Gym, Pavilion, Fields, and Courts)

General Policies

1. Participation is at your own risk. Everyone 18 years or older must complete a MAC Participant Waiver before using the facility.
2. Smoking, vaping, the use of chewing tobacco, alcohol, or illicit substances is prohibited anywhere on the premises.
3. Firearms and weapons are prohibited.
4. Pets and emotional support animals are prohibited. Certified service animals are permitted.
5. The recreation facilities will be closed during all-church and Woodway Christian School events.
6. Unauthorized access to the recreation facilities during closed hours is prohibited.
7. Appropriate attire is required in each activity area.
    a. Shirts, shoes, and pants or shorts are required to be worn at all times, and sports bras must be covered by a shirt.
8. Private instruction for compensation is prohibited.
9. Bicycles, skateboards, scooters, hoverboards, roller blades, skate shoes, and other similar items may not be used in the recreation facilities. Only children ages 8 and under are allowed to use bicycles or scooters with a parent or guardian present on the outdoor walking track.
10. Motorized vehicles are prohibited on the fields, except for First Woodway authorized vehicles.
11. First Woodway is not responsible for lost or stolen articles. See the Lost and Found section under Facility Behavior Guidelines for more information.
12. MAC Staff will not store or hold items for patrons.
13. All incidents or injuries must be reported to a MAC Staff member before leaving the premises.
14. Any maintenance or repair needs should be reported to a MAC Staff member.
15. Entrance and exit of the MAC facility and fields must be through the designated main entrances and exits. Please refer to the posted signage for these facilities.
    a. The main entrance and exit for the MAC Facility is on the southeast side of the main building and faces Elliston Drive, with stairs and an access ramp that leads up to a set of glass doors.
16. Video and photography of others is prohibited except in the case of individuals or groups with permission of those being videoed or photographed. Videos and photographs are strictly and expressly prohibited at all times in all restrooms and changing rooms.
17. Failure to abide by the policies outlined herein may result in the loss of facility privileges for a minimum of one calendar day. A MAC staff member has the authority to expel a participant for the remainder of the day.

18. The MAC Staff reserves the right to take any action necessary to preserve the safety of our patrons and the integrity of our facilities and programs.
19. Patrons are expected to conduct themselves in a manner that does not distract from or disrupt the recreational pursuits of others. Should a MAC Staff member determine that a patron's conduct is distracting, disruptive, or not aligned with the mission of the Recreation Ministry, the staff member may impose the patron's immediate removal from the facility until the patron can appropriately conduct himself or herself.

Authorized Participants

1. The recreation facilities—including the MAC, fields, and playground—are open to church members and non-members alike and may be used by individuals free of charge at any time during open hours for personal enjoyment.
2. All participants who use the recreation facilities or who participate in an organized activity must fill out the MAC Participant Waiver.

Restrictions

1. Minors are limited to a ratio of five minors to one adult unless they are involved in a scheduled, programmed activity or camp.

Facility Behavior Guidelines

1. Abusive, vulgar, or disruptive language is prohibited and will not be tolerated.
2. Fighting is grounds for immediate removal from the facility and/or fields.
3. Facilities and equipment shall be used for their designated purposes.
4. Any individual not following appropriate policies or behaviors will be asked to leave the facility and will be subject to further restrictions.

Food, Beverage, and Tobacco Use

1. Food and drinks are permitted in the pavilion area, gym, workout room, and exercise rooms with a sealable lid or cap for liquids.
2. Beverages such as water and sports drinks are permitted on the fields and on the sidelines of court activity areas but must be kept off the playing surface of the pickleball courts, basketball court, and sand volleyball courts.
3. Alcoholic beverages are prohibited on the premises at all times.
4. Consumption or possession of alcohol, drugs, or other illicit substances or the appearance/smell of these substances will be a reason for immediate removal from the facilities. Long-term restrictions will be considered.
5. First Woodway is a smoke-free campus. Smoking, vaping, or tobacco use in any form is prohibited in the facility and on the grounds.

Equipment Check-Out

1. Participants should bring their own sports equipment to use at the Fields.
2. A variety of sports equipment may be checked out free of charge and must be returned by the facilities' closing time on the same day as check-out.

3. All checked-out equipment is intended for use at the outdoor recreation facilities.
4. A valid picture ID card must be presented at the time of check-out and check-in.
    a. Individuals may be asked to leave their ID cards or car keys at the check-out location for the duration of the equipment rental.
5. If items are not returned by closing time on the date they were checked out, check-out privileges and/or facility access may be suspended until the item is replaced or compensated.
6. The equipment will be inspected upon return. If damages occur or the item is lost, the participant will be responsible for the cost of repairing or replacing the item.

Lost and Found

1. The Recreation Ministry is not responsible for lost or stolen personal items.
2. Staff members shall not hold valuables or bags for participants.
3. Found items should be turned in at the MAC Cage.
4. Any items found that appear to be of significant monetary value will be dropped in a safe immediately. Those items can be claimed at the MAC Cage during regular hours of operation.
5. Unclaimed items will be held for a minimum of one (1) day and a maximum of two (2) weeks, after which they will be disposed of or taken to a local charity.

Special Programs & Reservations

Common Understanding

The recreation facilities are the property of First Woodway Baptist Church and are reserved according to the discretion of First Woodway staff.

The outdoor facilities (field, turf, pavilion, walking track, basketball court, volleyball courts, and pickleball courts) are not available for reservations. Only the indoor facilities (MAC Parlor, Party Room, and Gym) are available for reservations.

Guests are welcome to use the outdoor facilities for special events on a first-come-first served basis. In using the outdoor facilities for special events, guests acknowledge and agree that the facilities will remain open to other guests and spaces will be shared. Guests must adhere to the rules, regulations, and guidelines below for all special events held on the First Woodway grounds.

1. All facility reservations will be made by submitting the MAC Facility Request Form, and will be processed by the Assistant to the Executive Pastor in collaboration with the Associate Minister of Recreation.
    a. This form is required to schedule events and request facility use for the First Woodway Calendar. All non-church-related activities will have fees, and all attendees must submit a MAC Participant Waiver.
    b. All event requests must be turned in no later than 1 month before and no earlier than 6 months before the desired date for approval.

2. Indoor and outdoor facilities at First Woodway are **NOT** to be used for organized practices for youth sports teams outside of ministry partners. Requests for scheduled practices will be denied, and teams will be asked to leave the facility if practices are held without approval. This includes private training and instruction.

Tents/Inflatable Games: No stakes, pegs, or digging into the earth or turf. Inflatables are prohibited for both indoor and outdoor facilities.

Lightning Protocol: When lightning is detected in the area, guests will be notified, activities must be suspended, and participants must clear the outdoor facilities. Participants should shelter in the MAC or their cars. Conditions will be monitored, and access will resume 30 minutes after the last lightning strike in the area.

Trash & Clean-Up: Your group is responsible for ALL clean-up following your event. Properly dispose of all trash from the facilities and remove any belongings left behind when your event is complete. Any excess trash shall be collected in trash bags and taken to the dumpsters located between the Fields and the MAC. Dumping any liquids other than water in the grass or turf is prohibited. Please leave the space as you found it and remove any items that you bring into the facility. Lost & Found items should be turned in at the MAC Cage.

Music: Groups may play music; however, it shall comply with the First Woodway standards regarding both language and content. Please be considerate of others and keep the volume at a courteous level.

Food: Groups may bring and provide food for events. Again, your group is responsible for ALL clean-up. Bring extra trash bags and throw all excess trash into the dumpsters located between the Fields and the MAC before you leave.

1. Outdoor grills, barbeques, or smokers used to cook food are prohibited.
2. Glass containers are prohibited.

Other Restrictions:

1. Water activities are prohibited.
2. Smoking, vaping, chewing tobacco, alcohol, or illicit substances, are prohibited.

Failure to comply with any of the above policies may result in a loss of reservation privileges.

If you need any other assistance during your event, please contact MAC staff at 254-772-9696 Extension 2035, or in case of emergency, call 911.

Facility Area Usage Policies

Indoor Gymnasium

1. Children under the age of 13 must be accompanied and supervised by a parent or family member.
2. The MAC Staff reserves the right to cancel activities or close the facility for the remainder of the day if an individual persists in violating any of the policies outlined in this document.
3. Street clothing is generally not recommended for fitness or leisure activities as it can limit mobility.
4. Shirts, shoes, and pants or shorts are required to be worn at all times, and sports bras must be covered by a shirt.
    a. Appropriate athletic attire—such as t-shirts, shorts, warm-ups, or aerobic clothing—is recommended at all times during recreation.
    b. Closed-toe athletic shoes are recommended for participation. Boots, heels, and dress shoes are prohibited for participation.

Workout Room

1. Open to anyone 18 years or older during facility open hours. Please visit our website for our listed hours.
2. Machines and equipment shall be cleaned/wiped down with the provided sanitation wipes after each use.

Sand/Grass Volleyball and Outdoor Basketball

1. Alcoholic beverages and glass containers prohibited.
2. Injuries must be reported to a MAC Staff member by phone call or a physical visit inside the MAC building. Please fill out an Injury Report Form within 24 hours of the incident.
3. Courts are open on a “first-come, first-served” basis, except when reserved for an event or when there is a scheduled church event. All closures will be communicated through our MAC Community Communications. To receive communications, please opt in by filling out our MAC Participant Waiver.
4. Access to the courts is permitted through the main entrance of the Fields only.
5. Indoor equipment checked out at the MAC Cage may not be used outside.
6. Sand is to be cleaned off each individual’s person, and trash is to be picked up and discarded before exiting the facility.
7. Closed-toe athletic shoes (no boots, heels, or dress shoes) are required for participation on the basketball court; bare feet are allowed for play on the volleyball courts.

Outdoor Pickleball Courts

1. Rules 1-5 listed above in the Sand/Grass Volleyball and Outdoor Basketball section apply.
2. Participants shall follow the posted Gameplay procedures.
3. Participants should bring their own equipment.
4. Athletic shoes are required for participation.

Walking Track (Indoor and Outdoor)

1. Please follow the directions posted on the wall upon entrance to the indoor walking track.
2. Strollers are allowed on the outdoor track.
3. Outdoor walkers/joggers should pass by parents with strollers either on the inside or outside of the track.
    a. Bicycles, skateboards, scooters, hoverboards, roller blades, skate shoes, and other similar items are prohibited on the track/inside the fence except for children ages 8 and under with a guardian present.
4. Please keep loitering to designated spaces (i.e., benches).

Field Surface (Grass)

1. Usage of the field surface is prohibited when closure signs are posted.
2. Molded rubber/TPU and plastic cleats permitted; metal cleats are prohibited.

Field Surface (Turf)

1. Chewing gum and sunflower seeds are prohibited.
2. Take caution during hot temperatures.
3. Molded rubber/TPU and plastic cleats permitted; metal cleats are prohibited.

Pavilion

1. Grills are prohibited.

Exceptions and/or deviations from all of the above rules require signature approval by the Executive Pastor and one other Senior First Woodway Staff Member. This document and the policies within it are subject to change at the discretion of the First Woodway staff.