

**TRACK RULES**

- Proper athletic footwear must be worn while using the track.
- Both lanes must circulate in the same direction. Lane direction is changed every other day as indicated by directional arrow signs.
- Inside lane is to be used for walking and for those with physical challenges. Outside lane is reserved for joggers and speed walking.
- Children under the age of 12 must be accompanied by a guardian 16 years or older who is within arm’s reach.
- No loitering is allowed on track.
- Rollerblades, roller skates, skateboards and strollers are not permitted on track.

**AVAILABLE SERVICES**

- Birthday Party Program
- Instructional Programs
- Corporate Access Passes
- Community Special Events
- Supervised Child Care
- Ball Field, Gymnasium and Community Room Rentals
- Spinning classes
- Fitness orientations and assessments
- Personal Training Services
- Aerobic classes
- Water Fitness Classes
- Swimming Classes
- Private Swim Instruction
- Onsite registration for Department programs and facility rentals
- Senior citizen programs and functions through The Lounge

**PURCHASING/RENEWING A RESIDENT PASS**

Proof of residency is required to purchase or renew a resident pass. A resident is defined as anyone who physically resides in James City County or the City of Williamsburg. Proper documentation required to prove residence can be a DMV issued driver’s license with current street address or Virginia I.D. card with current street address or either of these two I.D. cards along with one of the following that shows street address: a utility bill, lease agreement or voter registration.

**PASS REFUNDS/FREEZING**

A prorated refund is only allowed for the following reasons and with proper documentation: illness, injury, family emergency or relocation (over 35 miles). A 10% processing fee will be deducted. Passes may be frozen (put on hold) in certain situations, such as medical reasons or temporarily leaving the area (minimum of 30 days). Refunds must be requested within one year of pass expiration date.

**AGE REQUIREMENTS**

**Fitness Area Age Requirements**

*Youth ages 15 and younger are required to have a Parent Authorization Form on file.*

Under Age 12	Use of track is permitted while accompanied by an adult.
Ages 12-13	Cybox/Nautilus machines (supervised) and use of cardio room (unsupervised).
Ages 14-15	Use of track, cardio & fitness machines. Use of free weights is permitted if directly supervised by a guardian age 18 or older.
16 and older	Use of entire facility permitted.

**Aquatics Age Requirements**

Ages 5 and younger	Parents must be in swim suit and in water within arms reach of child at all times.
Ages 6-11	Must pass the proficiency test to swim without a parent in the water, children who do not pass the test must be supervised by an adult who is in a swim suit, in the water, and within arms reach of the child. Parent must remain on pool deck.
Ages 12-15	Use of whirlpool is permitted if directly supervised by a guardian age 16 or older.
16 and older	Use of entire aquatics area is permitted.

**Lounge Age Requirements**

Patrons must be 55 or older to participate in Lounge related activities.

**CODE OF CONDUCT**

To ensure the safety of all citizens, visitors and staff and to protect all County assets, the following conduct is mandatory for all patrons and users:

- Show respect to all participants, staff and officials.
- Refrain from causing harm (bodily or verbal) to others.
- Refrain from using foul language.
- Show respect to all equipment, supplies and facilities.

**PHOTOS**

James City County staff takes photos and video of participants enrolled in our programs, classes, at our parks and facilities, and at special events. These photos or videos may be used in our brochures, advertising or other publications. If you do not wish to have your picture taken or to appear in a video, please immediately tell our photographers!

**JAMES CITY COUNTY RECREATION CENTER**

[jamescitycountyva.gov/recreation](http://jamescitycountyva.gov/recreation)



USER  
GUIDE

**This guide is designed to assist you in making your visit to the Recreation Center safe and enjoyable.**



5301 Longhill Road  
Williamsburg, VA 23188  
P: 757-259-4200  
F: 757-259-4199

Revised May 2021

**INTERIOR FACILITIES**

- Interior square footage is 84,524
- Gymnasium with two basketball courts
- Fitness area with free weights, weight training machines, treadmills, elliptical machines, upright and recumbent bikes, rowers, step machines and stairclimbers and a Broadcast Vision Theater.
- 25 meter x 25 yard swimming pool with zero depth entry and lanes available for lap swimming. Pool is 4.5 feet at it deepest point.
- Two whirlpools
- A two-lane suspended indoor track
- Dance/aerobic studio.
- Two racquetball courts
- Lobby area with large screen television
- Parent-supervised play area
- Senior citizen lounge with living room and activity area
- Arts and crafts room with pottery wheels and a kiln
- Community/meeting rooms that seat up to 150 people
- Catering kitchen
- Vending and snack area
- Locker rooms with showers and saunas
- Family locker room
- Child care room
- Spinning room

**EXTERIOR FACILITIES**

- Exterior acreage is 33.65
- Two lighted softball fields and two lighted soccer fields
- Two miles of bike and walking paths
- Picnic area with grills
- Concrete form Skate Park
- My Place playground

**HOURS OF OPERATION**

Monday-Thursday.....	6 a.m. - 9 p.m.
Friday.....	6 a.m. - 8 p.m.
Saturday.....	8 a.m. - 6 p.m.
Sunday.....	1-6 p.m.

**HOLIDAY CLOSINGS**

- New Year’s Day
- Easter Sunday
- Memorial Day (Last Monday in May)
- Independence Day (July 4)
- Labor Day (First Monday in September)
- Thanksgiving Day
- Christmas Eve
- Christmas Day

**BUILDING RULES**

- **Shoes and shirts must be worn at all times except in the pool area and locker rooms; exposed midriiffs are not allowed.**
- **No person, other than those authorized by the Director, shall offer instruction in the Recreation Center.**
- No one under the age of 12 is permitted without supervision of an approved guardian.
- Patrons must swipe their access passes for each entry and each reentry into the Recreation Center.
- Patrons are expected to exit the building at closing time.
- Tobacco products are prohibited.
- Food and drinks are permitted in designated areas only; however, patrons may have plastic water or sports drink bottles in pool area, gym, track, fitness area and locker rooms.
- Only music players with headphones are permitted.
- The Center Administrator must approve posting or distribution of any printed material.
- Pets are prohibited unless they are service animals.
- Vehicles should be parked in designated parking spots only. Front curb area is for delivery trucks, emergency vehicle access or passenger drop off.
- Bikes should be placed in the bike racks provided.
- Patrons are strongly encouraged to secure items in a locker with a padlock. Any locks left on overnight will be removed and the contents will be placed in the lost-and-found. Locks can be purchased at the Front Desk.
- Use of profane language, physical or other verbal abuse will not be tolerated and will result in suspension.
- Staff is not responsible for damaged or lost personal property.
- No user shall infringe or interfere upon another’s right to use or enjoyment of the facility.
- The use of cell phones is not allowed in the locker room, fitness or sauna areas.

**ACTIVITY AREA ACCESS**

- Patrons 5 years and older must have a signed waiver or access pass to use the activity areas of the Center (gym, pool, racquetball, aerobic, fitness area, locker rooms) unless they are a registered participant in a class. Patrons under 18 years must have a parent/legal guardian sign the waiver.
- Children under the age of 12 must be accompanied by a paying guardian 16 years or older unless enrolled in a class (guardian must escort child to and from class).
- Children between the ages 12-17 are not permitted in the Center before 2:30 p.m. on regular school days unless accompanied by a paying adult.
- Children over the age of 6 are not permitted in locker rooms of the opposite sex.
- Family locker room is designed for use by parents with infants or opposite sex children under the age of 12 or adults with physical disabilities.
- All youth groups must have one chaperone for every eight children.
- If you require assistance using the facility or have accessibility questions or concerns, please call 757-259-5354.

**FITNESS RULES**

- Complete a “Parental Authorization Form” and a fitness orientation before using the weight training equipment.\*
- Patrons 15 years and younger must have their fitness diaries with them while using the weight training equipment.  
*\*orientations are by appointment*
- Patrons must sign up to use the cardiovascular equipment. The 45-minute time limit on each machine must be adhered to at all times.
- Patrons must wear appropriate workout attire and athletic shoes while in the fitness area. Open-toed/open-heeled and soleless shoes including flip flops, sandals and yoga socks are not permitted.

**POOL RULES**

- Patrons must wear appropriate swimwear while on the pool deck.
- Patrons viewing a program must do so from designated areas.
- A guardian 16 years or older must accompany children under the age of 12 when in the locker rooms.
- Diving and flips are prohibited. Pool entry must be feet first and facing forward.
- Pack n Play are not permitted on pool deck.
- Infants must wear tight fitting plastic pants over diapers.
- Use of swimming accessories and flotation devices require lifeguard approval.
- Three lap lanes and one walking lane will be available at all times for all Center pass holders.
- Showering before entering the pool is recommended.

**WHIRLPOOL AND SAUNA RULES**

- Persons with cardiovascular problems or who are pregnant are not permitted to use the whirlpool or sauna.
- Patrons must wear a minimum of a towel wrap or bathing suit when using the sauna. Nudity is prohibited.
- A spray bottle, containing water only, can be used in the dry sauna but no other chemicals are allowed.
- Wearing jewelry in the sauna is highly discouraged as it could cause serious burns.
- A 10-minute time limit is suggested for saunas and whirlpool.
- Pool temperature is between 84-85 degrees. Whirlpool temperature is between 103-104 degrees.

**GYMNASIUM/RACQUETBALL RULES**

- Food and drinks are prohibited.
- Proper athletic footwear (non-marking) must be worn during play.
- Dunking is allowed only on ten-foot baskets. There will be zero tolerance for anyone who hangs on a basketball rim or misuses equipment and will result in suspension.
- Children under the age of 12 must be directly supervised by a guardian 16 years of age or older.
- Jump ropes are allowed on the outskirts of the lined court areas only.
- Protective eyewear must be worn while playing racquetball or handball.