



**1ST EDITION
OCTOBER 2023**

MEMBERS' HANDBOOK



TABLE OF CONTENTS

MISSION	3
DEFINITION OF OUR TRAINING THEORIES	4
IMMUTABLE LAWS	4
SPECIAL RULES FOR ALL TRAINING AREAS	6
MEMBERSHIP POLICIES	7
SCHEDULING POLICIES	8
MEMBERSHIP INFO	10
KIDS TRAINING ACTIVITY FOR PERSONAL TRAINING CLIENTS	13
REFERENCE	14

MISSION

Our Chisasibi Fitness Center Team Mission Statement

We want to share our knowledge and make a positive impact, thus making a difference for the youths and adults of our community. By being the best leader we can be, we contribute to creating future leaders. We wish to be role models in our community.

We sincerely desire to make our families proud of what we have become, reliable help for people around us. By sharing our knowledge and skills, we hope to teach young people a positive approach to life and help them enjoy a healthy lifestyle, which sustains and encourages continuous learning.

On the journey to our vision, we aim to empower ourselves to make a difference for other communities, expand the reach of our team, and foster creativity. We look forward to creating and nurturing hope for our community's people, building a better future, and leaving a lasting legacy.

COMMITMENT, PRODUCTIVITY and **RELIABILITY** are cornerstones of our pursuit to share this experience with all who desire a healthy, active lifestyle. Through our **TEAMWORK**, we hope to enhance our own lives, have **FUN** and stay focused on our worthy goal. As a priority, we want to take pride in being part of the *CFCT (Chisasibi Fitness Center Team)*, show **RESPECT** for and celebrate our teammates' contributions, and cherish our clients (they are why we exist) and those who will follow in our footsteps.

The Chisasibi Fitness Center is where many journeys start and continue for all community members here in the Cree Nation of Chisasibi.

DEFINITION OF OUR TRAINING THEORIES

Our program model is based on the theories surrounding “**Periodization**” whose goal is to promote a healthy life for all through a system that organizes daily, weekly and annual training plans for all ages and gender (Hoffman; Naclerio, Moody, & Chapman, 2013).

This model has been adopted in numerous countries around the world that have developed both elite level Olympic programs and a strategy to promote healthy living in communities through physical activities (Hoffman; Naclerio, Moody, & Chapman, 2013).

The Chisasibi Fitness Center uses the periodization method for general physical development for participants and we have also been able to utilize this model to develop our elite athletes in the community. We apply this model to our day-to-day operations and it has provided positive results with our members.

IMMUTABLE LAWS

10 Commandments of the Chisasibi Fitness Center

1. **Respect all Fitness Center Staff and equipment.** Proper use of the equipment and safety training habits are essential. Be safe and have fun. Please put weights, bars or mats back in their original place.
2. **All equipment must be sprayed and wiped clean after each use.** That will be strictly enforced. Failure to comply will result in a verbal warning. Subsequent warnings will result in suspension. Spray bottles and towels are provided throughout the Fitness Center.

3. **Boots or outdoor shoes will be removed at the front entrance before entering the cardio area.** That will keep water and dirt from damaging Cardio equipment and prevent injuries. Clean equipment performs better!
4. Street clothes (i.e. jeans and work clothes will not be permitted in the Fitness Center during sessions.) Proper workout attire is strongly recommended.
5. Profanity, screaming, or other unruly behaviour will not be tolerated.
6. Any person suspected of being under the influence of drugs or alcohol will be asked to leave the premises—no exceptions to this rule.
7. **No Cut-Off or sleeveless T-shirts will be allowed in the Fitness Center.** Personal hygiene is a crucial issue for the enjoyment of the Fitness Center.
8. An adult must accompany anyone under the age of 16 at all times. That will limit young persons from harming themselves with the misuse of the equipment.
9. **Conducting and soliciting personal business is strictly prohibited. Suspension of privileges will occur if any member is caught doing so. Only trained Fitness Center staff are permitted to provide Personal Training.**
10. Place all waste in the garbage when done.

Suspension of Privileges

For the safety of all members of the Fitness Center, failure to adhere to these regulations will result in the following:

First Offence: A documented verbal warning will be given.

Second Offence: Member will lose access to the Fitness Center for two weeks.

Third Offence: Member will lose access to the Fitness Center indefinitely.

All Offences will be handled by the Fitness Center Supervisor and reported to the Recreation Coordinator for records.

SPECIAL RULES FOR ALL TRAINING AREAS

The Chisasibi Fitness Center has special rules regarding certain activities that can be performed and exercises that are prohibited within our training areas. That is due to our Liability Insurance and our "Safety First" approach to training programs we offer and develop.

- **Inside our indoor training center, indoor shoes are required. NO OUTDOOR FOOTWEAR will be permitted.**
- Advanced CROSSFIT moves such as "Kipping or Butterfly" pull-ups are PROHIBITED. Any form of swinging motion from Power Racks or Cages, handstand walks or other similar CROSSFIT moves are not permitted. Our insurance policy does not cover these actions within our premises.
- **All Barbell lifts from the ground will be performed from areas that have rubber mats or platforms. No Barbell lifts will be performed on the Green Turfs. Kettlebells and Trap Bar lifts are to be performed on rubber mats only.**
- The use of spring collars on all barbells is mandatory. A Safe Training Environment is our top priority for all members.
- **All Members will stay within their designated area for their 1 hour allotted time unless using the bathroom or accessing our water station. Ask a Trainer for help if you need a spot, are looking for a particular piece of equipment or any other information required.**
- DO NOT DROP Dumbbells or kettlebells on the floor. That can result in an injury to oneself, an injury of another member, or equipment breakage. That action will not be tolerated. Safe Training is our priority.
- **Please place your equipment back to the spot you found it.**
- Powdered lifting chalk is prohibited in our facility. Liquid chalk products or straps are recommended.

MEMBERSHIP POLICIES

PAYMENTS

All our memberships can be paid using Credit Cards or Debit Cards at the front desk inside the Chisasibi Fitness Center.

REFUNDS

We do not issue refunds on memberships at the front desk of the Chisasibi Fitness Center. The refund process will be forwarded to the Finance Department for payment.

HOLDS

We allow our members to place their membership on hold for 14-90 days once a year. That is not a cancellation, and our cancellation policies still apply if a member chooses to cancel while their membership is placed on hold.

CANCELLATIONS

If you require any changes/cancellations to be made to your account, don't hesitate to contact fitness@chisasibi.ca or call 819-855-2878 ext. 420 during open hours.

OVERDUE ACCOUNTS POLICY

Unless there is payment arrangement agreed upon with the facility manager, all new or existing members must pay to use the center before entering the Chisasibi Fitness Center training areas. Daily users must pay before entering and all Membership profiles must be in good standing or you will be denied access until your account balance is paid. Effective March 1, 2023 this new policy will be enforced and respected by all new and existing members.

SCHEDULING POLICIES

RESERVE A SPOT

The Chisasibi Fitness Center is a specialized indoor facility with a large open training area (1,800 sq/ft); therefore, we place a cap on all of our hourly time slots. We have allotted 10 spaces per hour for an open training area to the public. You will not be let in if a time slot is complete and you do not have a reservation. That's neither fair nor safe.

To reserve a time slot, here are the 3 simple ways:

1. By calling us at (819) 855-2878 ext. 420 or 379
2. By texting us at (819) 855-7729
3. By visiting us in person at the Fitness Center.

HOW TO PRE-BOOK SESSIONS

Every Friday: Members with membership profiles can **Pre-Book** for Monday's preferred spot.

Every Friday: ALL members can pre-book for Saturday spots, which will be open from 12:00 PM to 7:30 PM.

Every Monday: Members with membership profiles can **Pre-Book** their remaining sessions for the rest of the week. They can call at 9:00 AM, visit the Fitness Center in person or text us.

Do not forget: Every new week is a fresh start and a new schedule.

CANCEL YOUR SPOT

PLEASE cancel your spot if you reserve and cannot make it to class. We ask you to cancel at least 1 hour before class (ideally as soon as you know) so that if there is anyone on the waitlist, they can be inserted into your cancelled spot. Cancelling last minute does not do anyone any good.

Our current policy states that members can cancel their pre-booked session 1 hour before their scheduled time. The update will penalize members that pre-book but fail to present themselves to their time-specific session.

- Members that fail to call to cancel their pre-booked session will not be able to pre-book for the next day. They will be placed on a waiting list and will be contacted if a space opens up for their preferred time.
- A No Call/No Show will be a "USED" session. If the missed session were a preferred booking, the member could only access the center by calling in daily for their future sessions that week. No more pre-bookings will be allowed that week.



MEMBERSHIP INFO

In this section, we are going to go over the different membership options available to you at the Chisasibi Fitness Center. There is an open 1,800 sq/ft for public use at all times and 2 semi-private Personal Training areas for our members to enjoy. Please ask about our Personal Training at the front desk for more information.

User Profile	Cost	Sessions/week	Pre Bookings	TRAINER
HEALTH	\$50/4 weeks	2 to 3 sessions	2	Optional
FITNESS	\$100/4 weeks	4+ sessions	3	Optional
SPORT	\$100/4 weeks	4+ sessions	3	Optional
Daily	\$5	Daily use	0	NO
Daily	\$10	Daily use	0	YES

User Fees	1 person	2nd person	3rd person	4th person
HEALTH	\$50	\$25	\$25	\$25
FITNESS	\$100	\$50	\$50	\$50
SPORT	\$100	\$50	\$50	\$50

- Pre-bookings will allow members to organize a weekly schedule, and the remaining days can be booked daily by calling our front desk.
- Group rates are adjusted as such: 1st person pays the total price, and the additional participants are 50% off the profile chosen. This service model engages group participation and can only be used when all members access the center simultaneously—no exceptions to this policy.

SIGNING IN

All members must sign in on our system when entering the Chisasibi Fitness Center. There is a laptop located at the front desk for sign-in procedures. Signing in lets us know who is present and makes everyone accountable for all activities during their session. Failure to sign in will result in, first: a verbal warning. A second failure to sign in will result in a mandatory dismissal for the day. Continued failures to comply with this rule will indefinitely result in a suspension of privileges. Safety and compliance are priorities for the Chisasibi Fitness Center.

EMERGENCIES

If there is a medical emergency, call **(819) 855-2911** immediately, & inform the staff on hand. There will always be a CPR-certified staff member on hand. If, in the rare case, a staff member is incapacitated, please ask if there are any medical professionals/ first responders in the fitness center. Please ensure your information on our online system has an updated emergency contact.



SOCIAL MEDIA

The Chisasibi Fitness Center is a department representing the Cree Nation of Chisasibi. Social media posts must be deemed safe, respectful, and per our rules (mentioned above). Please ensure that when posting pictures or comments on social media, other members present during this moment are aware and acknowledge consent if they are present in the image or video. Failure to do so will infringe on that individual's legal rights and can have negative consequences for the person posting on their social media. Any video, pictures or comments with negative context towards our staff or members will result in possible legal implications and, more so, indefinitely denied access to our center.

MEMBERS PERSONAL BELONGINGS

Due to our occupational capacity standards, we ask all members to leave their bags, outdoor shoes or other personal belongings in the changing rooms or front desk area. Our Training areas are designed to allow safe training distances for all members to enjoy. Adding extra bags, boots, or other items to the training floor will undoubtedly cause an injury or mishap, which is not a good situation for anyone. Surveillance cameras are inside the building; rest assured, our staff knows that members can feel safe inside our center.

MUSIC

If members wish to listen to their music, please use your own headphones. Speakers will no longer be permitted in the center.

SHOWERS AND SAUNAS

The use of the saunas will be limited to a 30-minute time reservation, cost \$5.00, and towel service will be provided. 1-4 persons (group) can use the sauna simultaneously, paying the \$5.00 service fee. A typical dry sauna session is 15-20 minutes for health benefits, so please adhere to the 30-minute limit, getting ready and leaving the fitness center afterwards. Here are some special rules to consider when using our saunas or showers:

- A spray bottle (water) creates a mist to enhance steam from the rocks for a quality dry sauna feel. **Pouring water on the rocks will damage the heater coils. Any member found pouring water on the rocks will indefinitely lose access to the Chisasibi Fitness Center and services.**
- Shorts and swim trunks are acceptable wear to use our saunas.
- **Underwear or being unclothed is not acceptable.**
- When you are done, please place your used towel in the black bins near the front doors.
- Showers are available afterwards. Please wipe the wet floor down with your towel following your shower.
- **Towel service is provided for sauna users only.** Members must bring their own if they wish to use the shower following their training session.

Failure to comply with the above will result in an immediate suspension. Neglecting the above rules can directly injure the patrons using the Chisasibi Fitness Center or damage the saunas.

KIDS TRAINING ACTIVITY FOR PERSONAL TRAINING CLIENTS

KIDS

Generally, we ask that your children be left at home during classes/training. With that said, if there is the odd day when your children must join you, we understand 'life happens.'

If your child is old enough to follow instructions, our Trainers will provide a small training activity for your child. Please inform us before your training session, so we have time to organize the proper activity.

Kids should never enter the open training area for the public unattended; as a parent, it's your job to remind your kids of that. We are not designed as a safe space for kids, so parents must enforce this rule. If your child is disruptive towards the members, we may ask that they be left at home for future sessions.

REFERENCE

Naclerio, F., Moody, J., & Chapman, M. (2013). Applied periodization: a methodological approach. *Journal of Human Sport & Exercise*, 8(2), 350-366.



10 commandments of the Chisasibi Fitness center



1. RESPECT ALL FITNESS CENTER STAFF AND EQUIPMENT

PROPER USE OF EQUIPMENT AND STAFF TRAINING HABITS ARE IMPORTANT. BE SAFE, HAVE FUN AND PLEASE PUT WEIGHTS, BARS OR MATS BACK IN THEIR ORIGINAL PLACE.



2. ALL EQUIPMENT MUST BE SPRAYED AND WIPED CLEAN AFTER EACH USE

THIS WILL BE STRICTLY ENFORCED. FAILURE TO COMPLY WILL RESULT IN A VERBAL WARNING. SUBSEQUENT WARNINGS WILL RESULT IN SUSPENSION. SPRAY BOTTLES AND TOWELS ARE PROVIDED, THROUGHOUT THE FITNESS CENTER.

3. BOOTS OR OUTDOOR SHOES WILL BE REMOVED

IN THE FRONT ENTRANCE BEFORE ENTERING THE CARDIO AREA. THIS WILL KEEP WATER AND DIRT FROM DAMAGING CARDIO EQUIPMENT AND PREVENT ANY INJURIES. CLEAN EQUIPMENT PERFORMS BETTER!



4. STREET

CLOTHES

(I.E. JEAN, WORK CLOTHES WILL NOT BE PERMITTED IN THE FITNESS CENTER DURING SESSIONS.) PROPER WORKOUT ATTIRE IS STRONGLY RECOMMENDED.



5. PROFANITY, SCREAMING OR OTHER UNRULY BEHAVIOR WILL NOT BE TOLERATED.



7. ANY PERSON OR PERSONS SUSPECTED OF BEING UNDER THE INFLUENCE OF DRUGS OR ALCOHOL WILL BE ASK TO LEAVE THE PREMISES. NO EXCEPTION TO THIS RULE.

6. NO CUT-OFF OR SLEEVELESS T-SHIRTS

WILL BE ALLOWED IN THE FITNESS CENTER. PERSONAL HYGIENE IS A KEY ISSUE FOR THE ENJOYMENT OF THE FITNESS CENTER.

8. PLACE ALL WASTE IN THE GARBAGE WHEN DONE.

9. ANY PERSONS UNDER THE AGE OF 16 YEARS OLD MUST BE ACCOMPANIED BY AN ADULT AT ALL TIMES. THIS WILL LIMIT YOUNG PERSONS FROM HARMING THEMSELVES WITH THE MISUSE OF THE EQUIPMENT.

10. CONDUCTING AND/OR SOLICITING OF PERSONAL BUSINESS

IS STRICTLY PROHIBITED. SUSPENSION OF PRIVILEGES WILL OCCUR IF ANY MEMBER IS CAUGHT DOING SO. ONLY TRAINED FITNESS CENTER STAFF ARE PERMITTED TO PROVIDE PERSONAL TRAINING..

