



香港公開大學

THE OPEN UNIVERSITY  
OF HONG KONG

RULES AND REGULATIONS  
OF  
SPORTS AND WELLNESS CENTRE  
OUHK JOCKEY CLUB INSTITUTE OF  
HEALTHCARE

**(Updated in February 2021)**

## FOREWORD

The rules and regulations (“Rules and Regulations”) of Sports and Wellness Centre on 9/F of OUHK Jockey Club Institute of Healthcare (IoH) of The Open University of Hong Kong (“the University”), aim to provide all users a general guide and information on the facilities.

The Rules and Regulations are posted at the entrance of the Sports and Wellness Centre. Free copies are also available at Information Centre (F0917) of the Sports and Wellness Centre.

Student Affairs Office reserves the right to amend the above house rules whenever necessary.

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## GENERAL RULES AND REGULATIONS

### 1.1. Opening Hours

1.1.1. The opening hours of the Sports and Wellness Centre are as follows:

	<b>Gymnasium</b>	<b>Multi-purpose Combat Sports Room; Multi-purpose Fitness Room; Social Sports Studio; and VR Sports Learning Laboratory</b>
Mondays to Fridays	8:00 a.m. – 9:00 p.m.	10:30 a.m. – 9:30 p.m. (To be open from March 2021)
Saturdays	10:00 a.m. – 7:00 p.m.	10:00 a.m. – 7:00 p.m. (To be open from March 2021)
Sundays and Public Holidays	Closed	Closed

### Typhoon and Rainstorm Arrangements

In force at/before scheduled opening time	
Typhoon signal no.8 or above or black rainstorm signal	Remain closed

Issued during opening hours	
Typhoon signal no.8 or above	Closed as soon as possible
Black rainstorm signal	Remain open

Removal of Typhoon/Rainstorm warning signal	
Typhoon signal no. 8 or above or black rainstorm signal is removed more than 5 hours before the scheduled closing time.	Open as soon as practicable after the removal of the signal (subject to the availability of staff and facility)
Typhoon signal no. 8 or above or black rainstorm signal is removed within 5 hours of the scheduled closing time.	Remain closed for the rest of the day

1.1.2. Users must leave the Sports and Wellness Centre on or before the closing time.

1.1.3. The venue staff may close the Sports and Wellness Centre immediately if, in his/her opinion, Sports and Wellness Centre are not fit for use or have to be closed for other objective reasons, such as adverse weather.

**1.2. Eligible Users**

1.2.1. Full-time Undergraduate/Postgraduate students, full-time staff and retirees are welcome to enter Sports and Wellness Centre with valid identifications issued by the University.

1.2.2. To access gymnasium, please present valid Fitness Card and identifications issued by the University upon registration.

**1.3. Guests**

Except with special permission, no guests are allowed to use the facilities of Sports and Wellness Centre.

**1.4. Booking of Facilities**

<b>Gymnasium</b>	Register at the Information Centre F0917
<b>VR Sports Learning Laboratory</b>	via OBSA
<b>Social Sports Studio</b>	Register at the Information Centre F0917

**1.5. Discipline**

1.5.1. Dress code

Users must wear non-marking sports shoes in gymnasium. Do not wear leather shoes, slippers, open-toed slippers or high heel shoes. Proper training attire should be worn. Training is not allowed without a shirt.

1.5.2. Eating and Drinking

Except with special permission, no food or beverages is permitted in Sports and Wellness Centre.

1.5.3. Photography

No photography or video shooting are allowed in gymnasium and changing rooms.

1.5.4. Animals

No animals (except guide dogs) are allowed in Sports and Wellness Centre.

1.5.5. Smoking

Smoking is strictly prohibited in Sports and Wellness Centre.

1.5.6. **Gambling**

Gambling is strictly prohibited in Sports and Wellness Centre.

1.5.7. **Misconduct**

The Management is empowered to order any users to leave or debar them from using Sports and Wellness Centre in the case of misconduct or violation of the Rules and Regulations. The Management may report the incident to relevant Committee(s) for further action if necessary.

**1.6. Equipment and Property**

1.6.1. All equipment or borrowed items should be returned to their original position after use. Be a considerate user and do not scatter dumbbells or other loose items on the floor.

1.6.2. Users must be responsible for their properties. Sports and Wellness Centre shall not be held liable for any loss of personal properties.

1.6.3. Sports and Wellness Centre reserves the right to claim compensation from any person damages the equipment and/or facilities.

**1.7. Lockers**

The use of lockers is allocated on a first-come-first-served basis. All belongings left in the lockers will be emptied by venue staff every day after the closure of Sports and Wellness Centre. Users have to bring their own padlocks and take full responsibility for their personal belongings.

**1.8. Lost and Found**

1.8.1. Should you lose or find any valuables or items with personal data at Sports and Wellness Centre, please pass it to the Security Service Counter at G/F to fill in a report form about the corresponding item.

1.8.2. Sundry items (e.g. umbrella, water bottle, stationery and glasses, etc.) will be kept at the service counter of Sports and Wellness Centre for not more than 24 hours. After that, the items will be passed to the security control counter of IoH.

1.8.3. Claims of lost items that have been handed over to the security control counter should follow the procedures set by the University.

**1.9. First-Aid and Liability for Accidents**

1.9.1. Users must ensure that they are in sound physical condition before engaging in physical training. Those who are unaccustomed to fitness training are recommended to seek medical advice before engaging in physical training.

1.9.2. Sports and Wellness Centre shall not be held liable for any personal injuries or accidents howsoever caused, during the use its equipment or facilities.

**2. CHARGES**

No charges apply for the use of facilities of Sports and Wellness Centre. The University will review the charging policy as deemed necessary.

**3. OPENING HOURS AND ENQUIRIES**

<b>Sports and Wellness Centre</b>	<b>Student Affairs Office</b>
Monday to Friday 8:00 a.m. - 9:30 p.m. Saturday 10:00 a.m. - 7:00 p.m. General Enquiries: 3641 1036	Monday to Friday (except public holidays) 9:00 a.m. - 1:00 p.m. & 2:00 p.m. - 5:40 p.m. General Enquiries: 2768 6642 / sao@ouhk.edu.hk

**Sports and Wellness Centre Website:**



**4. DISPUTES**

The final decision of the University shall prevail in case of any disputes.