



# LFY—Cell Phone Policy

## Full Version of the Lawton Family YMCA's Cell Phone Policy

FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

**Policy and Procedures for the use of Cell Phones, Pagers, Cameras and Video Recording Devices (including cell phones) and Personal Music Devices (iPod, MP3, etc) for the Lawton Family YMCA.**

**In an ongoing effort to maintain a safe environment for children, adults, families and guests, the Lawton Family YMCA has established this policy to protect the safety and privacy of all who visit our facility.**

**It shall be the policy of the Lawton Family YMCA that:**

- Proper cell phone and pager etiquette while visiting the Lawton Family YMCA must be used by members, staff and guests at all times. All cell phones and pagers must be set to vibrate or silent for use inside the Lawton Family YMCA. When it is necessary to receive a call or page, please move to a common area such as the lobby or hallways. Please refrain from answering any calls while in the work out areas or in any organized class settings.
- The use of Personal Music Devices is allowed while visiting the Lawton Family YMCA with use of headphones only. Headphone volume must be maintained at levels as required to not disturb other members or guests while visiting the Lawton Family YMCA.
- The use of any Cameras or Video Recording Devices including Cell Phones shall be prohibited in any Locker Rooms, Showers, Restrooms, Whirlpools, Saunas, Steam Rooms, Pool areas, Exercise areas or Classes while at the Lawton Family YMCA.
- Cameras or Video Recording Devices including Cell Phones may be used at authorized events and activities such as scheduled swim meets, basketball games, graduation ceremonies and the like. Please restrict these activities to personal family members, family friends or others from whom prior permission has been obtained.
- The Lawton Family YMCA shall be allowed to use Cameras or Video Recording Devices including Cell Phones to create promotional, educational or advertising content while fully recognizing the need to protect the safety and privacy of our members and guests.
- Cameras and Video Recording Devices may be used for specific educational or teaching purposes during classes held at the Lawton Family YMCA with written prior approval of Management.
- This policy shall not restrict the use of security cameras or video recording devices installed and used by the Lawton Family YMCA on its premises for legitimate security purposes.

**The following procedures shall be established for the purpose of controlling the use Cell Phones, Pagers, Cameras, Video Recording Devices (including cell phones) or Personal Music Devices (iPod, MP3, etc) for the Lawton Family YMCA:**

- Management shall be required to post notices in restricted areas as is necessary and practical to convey to members, staff and guests the intent of this policy.
- Members and guests are encouraged to immediately report any use of Cell Phones, Pagers, Cameras, Video Recording Devices (including cell phones) or Personal Music Devices (iPod, MP3, etc) which may conflict with this policy or the intent thereof to Staff or Management.
- Staff or Management shall immediately address the use of Cell Phones, Pagers, Cameras, Video Recording Devices (including cell phones) or Personal Music Devices (iPod, MP3, etc) by members, staff or guests which may conflict with this policy or the intent thereof.
- Management may use appropriate disciplinary action as is necessary to control the use of Cell Phones, Pagers, Cameras, Video Recording Devices (including cell phones) or Personal Music Devices (iPod, MP3, etc) by members, staff or guests which conflicts with this policy or the intent thereof including suspension or termination of membership or discipline, suspension or termination of staff or restricted access to the Lawton Family YMCA by members, staff or guests.
- Management shall respond to requests by others for the purpose of creating pictures, audio or video content of the Lawton Family YMCA, it's members or guests for any purpose including, but not limited to, promotional, educational or news items in a manner consistent with this policy and within a reasonable time.

**Adopted by the Lawton Family YMCA Board of Directors effective: April 1, 2011**