
HRP007 – Employee Use of Recreation and Aquatic Centre

1. Intention

To outline the usage entitlements of employees of Waroona Recreation & Aquatic Centre.

2. Scope

This policy applies to employees of the Shire of Waroona.

For the duration of the resource sharing alliance between the Shire of Waroona and the Shire of Murray the benefit will also be extended to Shire of Murray employees.

3. Definitions

'Casual employee' for this policy relates to:

- (a) An employee working a minimum of 6 hours per week; or
- (b) An employee employed specifically to provide coverage for full-time employees annual, sick and special leave entitlements.

4. Statement

- 1. Full-time, permanent part-time and casual employees are entitled to the following:
 - (a) Free use of the pool, gymnasium, stadium and courts, including squash;
 - (b) Free entry to group fitness classes per week; and
 - (c) Free equipment hire.
- 2. Full-time, permanent part-time and casual employees must pay full price for the following:
 - (a) Centre organised programmes (e.g. swimming lessons, senior netball and other programmes developed from time to time);
 - (b) Sports Club Competitions (e.g. basketball, squash, badminton);
 - (c) Crèche;
 - (d) Fitness assessments and personal training sessions; and
 - (e) Kiosk and merchandise items.
- 3. Employees covered by this policy must complete the appropriate paper-work at the Centre prior to using the facility. A membership card will be issued which must be produced each time the Centre is frequented.

5. Legislative and Strategic Context

Nil.

6. Review

This policy is to be reviewed as required.

7. Associated Documents

Nil.

Division	Human Resources				
Policy Number	HRP007				
Contact Officer	Chief Executive Officer				
Related Legislation	Nil				
Related Shire Documents	Nil				
Risk Rating	Low	Review Frequency	As required	Next Review	When required
Date Adopted	28/08/2007				OCM07/135

Amendments		
Date	Details of Amendment	Reference
24/05/2011	Amended to increase entitlements.	OCM11/05/049
22/06/2021	Updated as part of major review and reformatted.	OCM21/06/071
Previous Policies		
HR004 – Recreation Centre Employee Usage of Waroona Recreation & Aquatic Centre		
7.12 – Recreation Centre Employee Usage of Waroona Recreation / Aquatic Centre		