



SEQUOIA MANAGEMENT COMPANY, INC. • 13998 PARKEAST CIRCLE • CHANTILLY, VIRGINIA 20151-2283 • 703-803-9641 • FAX 703-968-0936
www.sequoiamanagement.com

2023 POOL SEASON INFORMATION

May 4, 2023

Re: 2023 Hayden Village Family Pool Membership

Dear 2023 Hayden Village Pool Member(s):

The Hayden Village Community Association is pleased to announce registration for the 2023 pool season by extending this invitation to you as a valued member from the previous season. Enclosed you will find the 2023 Hayden Village Non-Resident Family Pool Application. The Hayden Village pool will open on Saturday May 27, 2023, and close on Monday September 4, 2023.

Hayden Village is offering a limited number of associate pool family memberships at a **cost of \$550.00 for the 2023 pool season**. Association membership applications and payments are received on first come, first serve basis. We encourage you to complete and return your application promptly. After May 25, 2023, any available, unsold memberships will be offered to new families on our waiting list.

If you are new to the Hayden Village Pool Membership or you/a family member requires new picture ID, complete the application and submit 1.0" x 1.25" JPEG digital images via email to the management office at tscases@sequoiamanagement.com. Please identify each photo with name and age specified on this application. Pool applications and pictures must be sent to Sequoia Management for new pool passes to be made and returned to the applicant. Pool passes or a 2023 sticker will be sent in the mail upon receipt of the **\$550.00 payment for the 2023 pool season and 2023 Non -Resident Family Pool Application**. You will need to take your pass to the pool in order to gain access.

Please note guest passes will only be available for purchase via Sequoia Management. Guest passes are available in strips of five (5) at a cost of \$25. These are one time use passes and there are no refunds. Checks should be made payable to Hayden Village Community Association and mailed with the completed guest pass form (enclosed) to the attention of Tamera Scales and Sharon Bucklin, cash or credit cards are not accepted.

We hope you will join us again this year and we look forward to a great pool season with you. Please contact Tamera Scales at Sequoia Management with any questions you may have regarding the 2023 pool information. Tamera Scales can be contacted via telephone at 703-803-9641, or via email at tscases@sequoiamanagement.com.

Sincerely,

Sharon Bucklin

Community Manager CMCA ® AMS ®

Enclosures

HAYDEN VILLAGE COMMUNITY ASSOCIATION

- 2023 Non-Resident Family Pool Application -

Family Last Name _____

Address: _____

Phone: Evenings: _____ Daytime: _____

Email Address _____

Please list each family member below. Children, include age for each and indicate if each child is a member of the Hayden Village Villains Swim Team by noting “**ST**” after the child’s name: (*please print clearly*)

Name (put “ ST ” next to name if on swim team)	Date of Birth	New Pass	Validation Sticker Only
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

List any medical conditions of which the lifeguards should be aware: (attached separate sheet if needed)

By signing below, we acknowledge that we have read, understand, and agree to obey all pool rules. We understand that failure of family member to comply with any of the rules and regulations adopted by the Hayden Village Community Association, or for conduct the Association determines to be improper may result in involuntary termination of membership without refund, and/or possible prosecution.

(Signature)

(Signature)

(Print Name)

(Print Name)

Emergency Contact Name: _____ **Phone:** _____

Please submit a 1.0” x 1.25” JPEG digital images of each person listed above via email to tscases@sequoiamanagement.com or sbucklin@sequoiamgmt.com.

To obtain passes, please submit this signed registration form and the **Seasonal Fee in the amount of \$550.00 payable to Hayden Village Community Association** to:

Hayden Village Pool Application
c/o Sequoia Management Company Inc.
13998 Parkeast Circle
Chantilly, VA 20151
703-803-9641/ fax 703-968-0936
Attn: Tamera Scales, tscases@sequoiamanagement.com

Please note: Applications that we do not receive photos of all individual for will be considered incomplete and will be returned to the sender without consideration.

HAYDEN VILLAGE GUEST PASS REQUEST FORM

IF YOU WISH TO PURCHASE GUEST PASSES FOR THE HAYDEN VILLAGE COMMUNITY ASSOCIATION POOL, PLEASE COMPLETE THIS FORM AND MAIL IT, ALONG WITH A CHECK IN THE AMOUNT OF \$25 FOR ONE STRIP OF FIVE (5) PASSES, ONE TIME USE ONLY. MADE PAYABLE TO HAYDEN VILLAGE COMMUNITY ASSOCIATION:

HAYDEN VILLAGE POOL GUEST PASSES
c/o Sequoia Management Company Inc.
13998 Parkeast Circle
Chantilly, VA 20151
703-803-9641/ fax 703-968-0936
Attn: Tamera Scales, tcales@sequoiamanagement.com

NAME _____

ADDRESS _____

PHONE # _____

SIGNATURE _____

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Chantilly, VA 20151
703-803-9641/ fax 703-968-0936
Attn: Tamera Scales, tcales@sequoiamanagement.com

NAME _____

ADDRESS _____

PHONE # _____

SIGNATURE _____

Hayden Village Community Association, Inc.
Community Pool Rules

Community Pool Facility Patronage

Section 1. Pool Use:

Use of the Hayden Village pool shall be limited to members and their guests **only**. Pool members must accompany their guests and must be responsible for their guests. Each family is limited to a maximum of **4 guests**, at any one time (a person will be considered a guest whether they swim or not). The guest fee is \$5 per day per person. During holiday weekends (or other periods of high use), guest attendance may be further limited to accommodate members.

Section 2. Membership:

Membership in the Hayden Village pool is limited to **homeowners** of the Hayden Village Community Association who are current in their Hayden Village Community Association assessments, and non-resident paid family members. All members must agree to the conditions of the pool rules. Owners may convey pool rights to their tenant; however, only the owner or tenant may use the pool, not both.

Non-Resident Paid Family Memberships are defined as individuals from the same immediate family including a married couple or single parent with dependent(s) up to the age of 20 and all residing at the same address. A total of no more than 6 individuals will be allowed on each non-resident paid family membership. Larger families with more than 6 individuals residing at the same address will be permitted to purchase additional memberships of up to 6 individuals with priority consideration on any membership wait lists.

Section 3. Temporary residents:

a. Temporary residents with guest privileges are individuals who live with a resident (who is current in their HVCA assessments). Temp-residents must live with a resident during the Community Pool open season for a minimum consecutive stay of 2 weeks. Temp-residents shall comply with Community Pool rules cited in this document. Temp-residents may visit the pool without an accompanying resident and will be able to bring guests with them. Guest's rules in Section 1 apply.

b. Babysitters & Nannies. If you have a babysitter or nanny who provides full-time (daily or live-in) care, that person may accompany your children to the pool. They must present photo ID, such as a current driver's license, and bring signed documentation, such as a letter, from the Member allowing the babysitter or nanny to accompany their children to the pool. Beyond these guidelines, the babysitter or nanny has no other privileges to use the pool facilities. For non-resident paid family memberships, nannies or babysitters must be registered at time of membership application and are considered an individual for purposes of determining the family membership total limits (6 individuals per outside membership limit.)

Section 4. Homeowners Responsibility:

Owners who intend to use the pool should follow the normal registration instructions. If a tenant (resident or temp-resident) will be given the pool privileges, owners must sign the statement at the bottom of the registration form. The tenant, who may register for pool passes, should then complete the top half of the form.

Section 5. Periods of Operation:

The pool schedule is: Memorial Day to school closing:	Monday - Friday, 3 pm - 8 pm
	Saturday & Sunday, 11am - 8pm
School closing to Labor Day:	Sunday - Saturday, 11am - 8pm**

**** *The pool will close at 6:00 p.m. on July 4th and on Labor Day.***

The pool may close early, or its use may be limited, when situations dictate (e.g. special events such as swim team meets, inclement weather, overcrowding, contamination, etc.). The pool may not be used after normal operating hours for any purpose.

Liability

Section 1. Risk:

All persons using the pool and facilities do so at their own risk. The Hayden Village Community Association assumes **NO** responsibility for any injury or accident in connection with such use or for any loss and/or damage to personal property.

Section 2. Agreement:

Persons using the pool agree not to hold the Hayden Village Community Association liable for any action of whatever nature occurring within the pool area, or the pool facilities.

Section 3. Acts of others:

Members are wholly responsible for the actions of their children and guests.

Section 4. Use after Operating Hours:

No person shall use the pool unless it is officially open, and lifeguards are on duty. Unauthorized use of the pool after hours will constitute a trespass and violators will be prosecuted.

General Pool Rules

Section 1. Pool Management:

The pool manager and lifeguards have primary authority of the pool and are responsible for the appropriate use of the pool and pool enclosure area. The Pool Manager or Lifeguard has the authority to require users to leave the pool immediately for inappropriate behavior or disorderly conduct, profane language or violation of the Pool Rules and Regulations;

- a. All persons unable to demonstrate to the lifeguards their ability to swim are not permitted in deep water.
- b. All persons shall obey the instructions of the lifeguards and pool manager.
- c. Persons must stay clear of guard stations and may not loiter at the check-in desk. **Please do not sit with or talk to guards on duty.**
- d. Radios, tape decks, and other sound equipment are permitted, but only if used with earphones. The lifeguard may revoke this privilege if abused.

Section 2. Health and Sanitation:

- a. All persons are required to wear a bathing suit and take a shower prior to entering the pool.
- b. Swim privileges shall be refused to all persons having colds, coughs, inflamed eyes, infections, open sores, poison ivy, or wearing bandages.
- c. Spouting/spitting of water and similar unhygienic actions are not permitted.
- d. Non-toilet trained or incontinent persons must wear swim diapers or rubber pants when in the pool.
- e. All clothing changes (including diaper changes) must be done in the bathhouses.

Section 3. Children:

- a. When a person under the age of 5 is in the water, and/or relying on flotation devices, a parent or appropriate designated supervisor or adult must be in the water, within arm's reach, at all times.
- b. **Children 10-11 years of age** may swim at the pool unaccompanied by a parent or responsible adult only if they pass the basic swim test (conducted by the lifeguard). The test consists of competently swimming the length of the pool without stopping, and treading water continuously for one minute. The test will be conducted in deep water. In addition, a children's swim contact form must be completed, and a responsible care giver must be available at the home phone number listed on the release form during the time in which a child is at the pool should any behavior problems arise. This privilege will be revoked on an individual basis if abuses occur.
- c. All children (except those described above) under 12 years of age, as of the beginning of the pool season, must be accompanied at all times by a parent or responsible person.
- d. All pool privileges may be revoked for inappropriate behavior.

- e. All children under 16 years of age must leave the pool during designated break times (15 minutes in duration) to provide a rest period and to allow adults to swim; this includes infants. The lifeguard will control this "break." Children five and under may continue to use the baby pool.

Section 4. Food and Drink:

- a. No food or drink is allowed within ten feet of the pool. Food must be consumed in grassy areas ONLY. If any beverage other than water is spilled on the deck, notify the guard IMMEDIATELY. Persons consuming anything on deck outside the ten-foot range will be responsible for disposing of containers in the appropriate trash bins (place aluminum cans in the recycling bins provided).
- b. Glass food and drink containers will not be permitted in the pool area.

Section 5. Prohibited in Pool Area:

- a. NO smoking or use of tobacco or vaping products within the pool area.
- b. NO alcoholic beverages are permitted in the pool area.
- c. NO gum will be permitted in the pool area.
- d. NO Glass containers or other breakable objects are permitted in pool enclosure.
- e. NO Playpens or wheeled vehicles are permitted in pool area, (wheelchairs and baby strollers are accepted.)
- f. NO pets are permitted in the pool area, except Service Animals.
- g. NO excessive splashing, kicking and chase/pool games.
- h. NO running, pushing, or rough play will be permitted in the pool area.
- i. NO profane language, yelling or verbal abuse is permitted in the pool area.
- j. NO games involving running on the pool deck are permitted in the pool area.

Section 6. Lost and Found:

Hayden Village pool will not be responsible for lost or stolen items. Lost and Found items will be kept through the end of the pool season, and then donated to charity.

Safety Rules

Section 1. Main Pool: Observe the following rules in the main pool area.

- a. NO DIVING.
- b. Dunking and either standing or sitting on another's shoulders are prohibited.

- c. Snorkeling is permitted; however, please be aware of those around you and the impact this activity may have on their enjoyment of the facilities.
- d. Reckless actions from the pool edge are prohibited.
- e. Lifeguard-approved pool toys will be permitted in the pool. Lifeguards may request that play equipment be removed from the pool on crowded days.
- f. Only inflatable water wings or USCG-approved life vests are allowed as flotation devices for non-swimmers. Parents of children relying on these devices **MUST** accompany their child in the water at all times.
- g. Rafts are generally not permitted. However, the pool manager may permit them under very restrictive conditions. "Noodles" are permitted in uncrowded conditions.

Section 2. Lap Lane:

- a. Lap lane is to be used solely for lap swimming. This will be strictly enforced at all times.
- b. Swimming over or across the lap lane is not permitted.
- c. If you are sharing the swim lane with other swimmers, you should "circle swim" Staying to the right side of the lane as you swim.

Section 3. Baby Pool: There may not be any lifeguard on duty. All use of the baby pool is at your own risk.

- a. Baby pool use is limited to children five years and under
- b. Children not yet toilet trained are encouraged to use the baby pool rather than the main pool.
- c. Babies **must** wear cloth diapers with rubber or plastic pants. Disposable diapers are **not** allowed (unless they are the specially designed swim diapers).
- d. Children are not permitted in the baby pool unless a parent or other responsible caregiver is in the enclosed baby pool area with them.
- e. All other rules pertaining to the pool area apply.

Enforcement

Section 1. General:

These rules have been developed for the safe operation of the pool in the best interest of the members and the community.

Section 2. Suspension:

- a. Failure to comply with these rules, or any part thereof, shall be considered sufficient cause for members to be deprived the use of the pool by the pool manager for a specified period.
- b. Any person deliberately damaging pool furniture, structure, or facilities, posing a serious safety hazard or committing any illegal act will be automatically suspended for an indefinite period.
- c. Any person being physically abusive, verbally abusive, or using profane language will be immediately ejected for a minimum of 24 hours.
- d. The Fairfax County Police Department will be notified to prosecute cases where legally sufficient evidence has been obtained. Police assistance will be obtained, if necessary, to remove from the premises any individual who refuses to leave the facility after being directed to do so by the Pool Manager or the manager-on-duty.

Section 3. Penalty Policy for Violations:

Depending on severity of the infraction, the manager-on-duty has the discretion to assess penalties including, but not limited to:

- Verbal Warning
- 15-minute Benching
- Ejection of the individual from the pool for the remainder of the current day
- Ejection of the individual from the pool for the remainder of the current day AND the following day
- Notification of parents
- Ejection of the individual from the pool until the next regularly scheduled Hayden Village Community Association Board meeting. At that meeting, the Board may consider disciplinary actions including, but not limited to, probation, conditional reentry, temporary suspension, or permanent suspension of pool privileges for the remainder of the pool season. In instances of disciplinary suspensions or terminations, no refunds will be given for any membership or guest payments made

The Hayden Village Community Association Board will handle serious violations or repeated minor violations at the recommendation of the Pool Manager and/or Pool Committee.

Section 4. Involuntary Termination

The Hayden Village Community Association reserves the right to terminate the membership of any member for failure to comply with any of the Rules and Regulations adopted by the Association or for the conduct the Association determines to be improper or contrary to the best interests of the Association. The terminated member will remain liable for all dues and other indebtedness incurred. No refunds of membership fees will be issued in the event of involuntary termination for violation of pool rules.