



WINCHESTER COLLEGE
ENTERPRISES

Dear Prospective Member,

Thank you for your recent enquiry regarding use of the Winchester College PE Centre facilities, which are available to members of the Wykeham Sports Club at times when not being used by the School. During term time the fitness suite is available for use morning, lunchtimes and most evenings, subject to College use.

Over the next few years, the site will undergo significant transformation. The redevelopment of the site to create a state-of-the-art Sports Centre will provide much improved facilities for the community to enjoy. During the Autumn Term (September – December 2019) there will be a brief period of closure while equipment is moved to the temporary facility on Kingsgate Park. Members will be able to make use of the Fitness Suite and attend exercise classes while the new Sports Centre is being built.

The Fitness Suite is equipped with a range of cardiovascular and resistance machines. A complimentary induction is required for all new members wishing to use the Fitness Suite. Although we do not provide individual programmes, and it is an unsupervised gym, PE Centre staff are usually available for assistance.

A number of personal trainers do use the fitness suite for private clients so if you wish to make use of their services please ask at the reception desk. (*This would be a private arrangement between yourself and the trainer.*)

Details of timetables can be found at the reception desk or on the website:
<http://www.winchestercollege.org/wykeham-sports-club>.

Membership cards are issued to all sports club members and should be brought to each session to gain entry to the facility. Membership is by monthly Direct Debit or annual payment.

There is limited free parking available at the PE Centre but it is not guaranteed. However, there is additional parking in nearby residential streets for over an hour.

Thank you once again for your enquiry and if you would like to visit the facilities before joining or have any further questions then please contact one of the sports administrators who are on site from 8.00am – 2.30pm daily or email wykehamsports@wincoll.ac.uk

We look forward to seeing you soon.

Kind regards

Helen Muir-Davies
Commercial Manager

Wykeham Sports Club, 73 Kingsgate Street, Winchester tel: 01962 621399
Winchester College Enterprises (A trading name of Winchester College Trading Company Limited)
Registered in England and Wales 2673873. VAT No 927 4841 00

Fees and Subscriptions



WINCHESTER COLLEGE
ENTERPRISES

Wykeham Sports Club fees 2019-20 (Sept 2019 – Aug 2020)

Category of membership	Annual	Monthly
Single Fitness Room (Single Adult) Over 18's only	£ 379	£ 33
Joint Fitness Room (2 adults residing at the same address)	£ 574	£ 49

Exercise Classes

A number of exercise classes are also run at the Wykeham Sports Club including Yoga, Pilates and Circuits; please see the website for more details on times. Members are offered a discounted rate for these classes.

EXERCISE CLASSES AUTUMN TERM (SHORT HALF) 2019

Monday 9th September 2019 – Friday 13th December 2019

Time	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
EARLY MORNING	9.30 - 10.30am HATHA YOGA Susan		9.45 – 10.30am AQUA FIT* Sarah		
MORNING	10.35 - 11.30am BEGINNERS HATHA YOGA Susan	11.30am - 12.15pm AQUA FIT* Sarah	10.00 - 11.00am PILATES - Amanda --- 10.45 - 11.30am AQUA FIT* - Sarah		
LUNCH TIME		12.00pm -1.00pm PILATES Christine 1.00pm – 2.00pm PILATES Christine			1.05 – 1.55pm CIRCUITS Instructor Varies
EVENING	6.30 - 8.00pm HATHA YOGA Susan	6.15 - 7.15pm STRETCH AND STRENGTHEN Dariusz	5.00 – 6.00pm (new time) PILATES - Hazel --- 6.15 - 7.15pm MENS' INTERMEDIATE PILATES - Hazel --- 6.15 - 7.15pm CIRCUITS - Instructor Varies		

Key: * Classes only running between w/c 9th – 23rd September, prior to the Pool Closing.

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Wykeham Sports Club Membership Application Form

I apply for membership of the Wykeham Sports Club on behalf of the applicants listed overleaf. I am over 18 years of age, have read and agree on behalf of the applicants listed overleaf to abide by the Terms and Conditions of membership of the Wykeham Sports Club and other rules and regulations that the Club see fit to impose in connection with the use of its facilities.

I/we confirm I am/we are in good health and know of no reason why I/we should not participate in physical exercise.

I/we have read and agree to abide by the Rules & Regulations of The Wykeham Sports Club.

DATA PROTECTION STATEMENT

Winchester College (Wykeham Sports Club) collects and processes relevant personal data as part of its everyday operations and is obliged to process it in accordance with the General Data Protection Regulation and Data Act 2018. The school is the Data Controller of this data under the Act and is registered with the Information Commissioner's Office. Its registration number is Z5751669. A copy of the school policy can be found on the website <https://www.winchestercollege.org/privacy-policy>

Any queries about this Policy or how personal data is processed by the School should be referred to its Data Protection Officer.

Should you wish to obtain further information about how personal data is processed by the School please contact the Data Protection Officer at Winchester College, College Street, Winchester SO23 9NA.

Signed: _____

Name (please print): _____

Date: _____

Membership commences when this form and full payment have been received and processed by the Sports Club Administrators.

FOR OFFICE USE ONLY – please date as processed.

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Membership Category	Title	Date of Birth	Forename(s)	Surname	Medical Conditions	Membership Number(s) (office use only)
Email address:						
Address:						
Postcode:						
Home Phone:			Mobile Phone:			
Car #1 Registration:			Car #2 Registration:			
Emergency Contact Name:			Emergency Contact No. :			

Please make all cheques payable to **Winchester College Trading Company Ltd.**

The **Direct Debit** for your subscriptions will be requested from your bank **until you advise us otherwise**. Payment will be taken 1st week of the month. If you wish to pay **annually** by cheque or cash, please speak to a Sports Administrator. Applicants are required to submit an interim payment to cover the period before their first Direct Debit takes effect.

The Wykeham Sports Club Rules, Terms and Conditions of Membership

Membership Types

- **Adult membership** is deemed to be for those aged 18 and over. Individual & Joint membership is only available to those aged 18 and over.
- **Fitness Room Members** are entitled to use the fitness room only at the times specified on the published timetable; the timetable will be amended from time to time and members should check availability.

Payment Terms

- Prospective members must submit a completed application form to Winchester College Enterprises, together with the appropriate fee.
- The membership year runs from 1st September to 31st August annually; if joining part-way through the year the fee is calculated on a pro-rata basis. Payment must be received and cleared before the applicant(s) may use the facilities.
- Subscriptions may be paid in one annual payment (either by direct debit, cheque, credit card or cash). Subscriptions paid by direct debit will continue until notice of cancellation is received by Winchester College Enterprises in writing.
- Membership is granted at the discretion of Winchester College Enterprises (Commercial Manager or Sports Club Administrator only).
- Membership is non-transferable.
- Defaults on direct debit payments or cheque payments will incur a £10.00 administration charge.
- The Wykeham Sports Club will be closed for a period of time each main College holiday (Christmas, Easter and Summer) to allow for essential maintenance, and also for one day per main school holiday to facilitate staff training.
- It is not open on Bank Holidays unless they fall in the College's term time. All facilities are closed between Christmas Eve and the first working day after New Year's Day. Members should check the published

timetable for availability. There may be additional times that the facilities will be closed to members due to school events taking place and notice will be given to members about such closures. E.g. Winchester Match (school open day).

- The timetable will be amended from time to time and members should check availability of the facility they wish to use, either on the notice board or the website.

Membership Cards

- Once payment for your subscription has cleared each member will be issued with a membership card.
- Membership cards **MUST** be carried at all times while on College property and shown on demand; anyone without a membership card may be asked to leave the building.
- You will also be asked to hand in your card at the reception desk when you wish to use the facilities and collect on leaving the building.
- Membership cards remain the property of Winchester College Wykeham Sports Club and must be returned on termination of membership or if requested for other reasons.

Members Conduct

- Members **MUST** comply with Winchester College's Child Protection Policy AT ALL TIMES and **MUST NOT USE THE CHANGING ROOMS AT THE SAME TIME AS GROUPS OF SCHOOL CHILDREN**. Staff at the PE Centre are authorised to ask members to wait outside the changing rooms until they are available to adults.
- Members using the fitness room **MUST** have undertaken an Introductory Session with a qualified member of the PE Centre staff **BEFORE** using the equipment. An appointment should be made in advance for this.
- Members are advised not to undertake any activity for which they may be medically unfit.

The Wykeham Sports Club Rules, Terms and Conditions of Membership

Winchester College Enterprises and the Wykeham Sports Club cannot be held responsible for any harm incurred as a result of a member undertaking an activity which is beyond their capability.

- Fitness suite users are requested to:
 - a. Wear appropriate clothing for a school environment
 - b. Bring a towel
 - c. Wipe down machines after use.
- Members wishing to park at the PE Centre should register their vehicle on the application form and advise us of any change. Only vehicles registered to a Member may park at the PEC; unregistered vehicles or those parked on School grounds outside of WSC access times may be locked in.
- Members MUST drive DEAD SLOW at all times while on College property, and with care and attention. Parking space cannot be guaranteed. Parking is strictly at the member's risk.
- Only clean indoor sports shoes that are not used outdoors may be worn in the fitness room and main hall.
- Outdoor shoes MUST NOT be worn in the changing rooms; they must be left in the racks provided.
- The facilities of the Sports Club are open to members only at the times published on the current timetable; access times may vary depending on school use. The Wykeham Sports Club reserves the right to amend the opening times, with all possible prior notice given to members. Timetables may be downloaded from the School's website: <http://www.winchestercollege.org/wykeham-sports-club>. and can be found displayed on the Wykeham Sports Club Notice Board at the PE centre.
- Members should routinely read the WSC notice board.
- Winchester College is a no-smoking site; smoking is prohibited in all buildings and within School grounds.
- No alcohol or food may be consumed anywhere on the premises.
- Drinks, other than in re-sealable bottles, are not permitted in any sports area (fitness room, dojo or main hall). They are only allowed in changing rooms or corridors.
- The Wykeham Sports Club reserve the right to refuse access to anyone suspected of being under the influence of alcohol or other controlled substances.
- Members are advised not to leave money or valuables at the Sports Centre. If they do so it is at their own risk.
- Members must obey any additional rules that may be in place from time to time in place about the use of individual facilities.
- Details of Fitness & Exercise Classes and Courses are posted on the WSC Notice Board. Members are entitled to pay reduced charges in accordance with advertised information. Courses may be attended only by prior application.
- The PE Centre Management reserves the right to restrict numbers using any of the individual facilities, for safety reasons. The Duty Manager will have absolute authority to implement this. We ask for your understanding in these circumstances.
- No children under 16 are to use any facilities, including the Tennis Courts, unless they are accompanied at their session by an adult member.

Termination of membership

- Members who wish to terminate their membership are requested to do so in writing to the Wykeham Sports Club Administrator giving a minimum of 30 days' notice. Failure to give such notice may result in the following quarter's fees being charged.
- Winchester College Enterprises reserves the right to terminate Membership at any time.
- Direct Debit Payments: It is the responsibility of the member to cancel their Direct Debit agreement with their bank if they wish to do so, after receiving acknowledgement of the cancellation from the WSC Administrator.

The Wykeham Sports Club Rules, Terms and Conditions of Membership

- Annual Memberships paid in advance will be for a full 12 month period. If a membership is cancelled within this period, the WSC will not be required to refund the remaining subscription fee.
- Any part-refund of any subscription is at the discretion of the management and will depend on the correct notice period being given.
- These memberships will be reviewed annually and are given at the discretion of the Bursar and Head of PE. Honorary Membership is for 12 months at a time.
- Honorary Memberships will be subject to the same standard rules and regulations as apply to WSC members, and may use the facilities only in accordance with the published timetable.

Suspension of membership

Any member wishing to suspend their membership should contact the Sports Administrator. Any decision will be reviewed on an individual basis and may be subject to an additional Administration fee if granted.

Disclaimer

- *Winchester College, Winchester College Enterprises, the Wykeham Sports Club and its employees will not be liable for loss or damage to property or for personal injury or death of any Member except that such loss, damage, personal injury or death arises from the wilful neglect or default of Winchester College, Winchester College Enterprises, Wykeham Sports Club and/or its officers or agents.*

ADDITIONAL RULES APPLICABLE FOR WINCHESTER COLLEGE STAFF ONLY

Staff membership

- All permanent or fixed-term employees of Winchester College are entitled to use the facilities as full family members, subject to the same standard rules and regulations as apply to Wykeham Sports Club members.
- **Children in Fitness Suite-** Children under 16 are not permitted in the fitness room at all times. Children between 16 and 18 years old may only use the fitness suites when accompanied by an adult member irrespective of any experience they may have of using similar equipment elsewhere. All Members using the fitness room **MUST** have undertaken an Introductory Session with a qualified member of the PE Centre staff **BEFORE** using the equipment. An appointment should be made in advance for this.

WSC Honorary Members

- Occasionally, other individuals may be given Honorary Membership of the Wykeham Sports Club.

Physical Activity Readiness Questionnaire

Name (BLOCK CAPITALS): _____

DOB: __/__/__

I AM: MALE FEMALE PREFER NOT TO SAY

All information will be treated confidentially.

Please circle as appropriate.

1. Have you ever been personally diagnosed with a heart condition? YES NO
2. Have you ever suffered from chest pains or discomfort? YES NO
3. Have you ever been diagnosed with high blood pressure? YES NO
4. Does your family have a history of heart-related conditions? YES NO
5. Do you ever feel faint or suffer from dizzy spells? YES NO
6. Do you have a pre-existing bone or joint problem? YES NO
7. Do you suffer from Diabetes? If so, which type? YES NO

8. Do you suffer from Epilepsy? YES NO
9. Are you currently or recently (within the last 6 months) pregnant? YES NO
10. Do you suffer from Asthma or breathing difficulties? YES NO
11. Are you recovering from a serious illness or operation? YES NO
12. Has your doctor ever restricted you from physical activity? If so, why? YES NO

13. Is there any other reason why you should not do physical exercise? YES NO

Please provide emergency contact information below.

Name	
Main Phone No.	
Secondary Phone No.	

I confirm that I have answered the questions above truthfully and to the best of my knowledge.

Signed: _____ Date: __/__/__

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Induction Overview Checklist

Warning

There is always a certain level of risk present when taking exercise in any form that an accident may occur or that a latent health problem or inherent weakness may become exacerbated by the strain, potentially leading to illness, injury, or fatality. This is no less true with regards to the use of exercise equipment present at the Wykeham Sports Club.

Anybody with reasonable cause to suspect that they might be adversely affected in this way by exercise **must** seek advice from their doctor or an equivalent authorised medical professional before undertaking exercise at Winchester College.

I confirm that I have read and understood the above and have taken any action required of me.

Signed: _____ Date: ___/___/___

Induction Criteria	Covered by Instructor	Induction Criteria	Covered by Instructor
Fire Safety		Rowing Machine	
Importance of Warm-Ups		Cycling Machine	
Leg Press		Cross-Trainer	
Shoulder Press		Treadmill	
Chest Press		TRX	
Vertical Row		Free Weights	
Cable Machine		Importance of Cool-Downs	
Lat. Pull Down		Amenities	

For prospective member:

I confirm that I am satisfied with the induction given and that I have a clear understanding of the facilities and how to make use of them safely. I also confirm that I am physically well enough to make use of these facilities.

Signed: _____ Date: ___ / ___ / ___

For instructor:

I confirm that to the best of my ability I have shown the prospective member each of the gym facilities as listed above.

Signed: _____ Date: ___ / ___ / ___

2019/20



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Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:

Winchester College Trading Company Limited trading as
Winchester College Enterprises
73 Kingsgate Street
Winchester
Hampshire
SO23 9PE

Service User Number

6	8	8	5	9	6
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Reference

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Name(s) of Account Holder(s)

Address of Account Holder(s)

Postcode

Bank/Building Society account number

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Branch Sort Code

--	--	--	--	--

Name and full postal address of your Bank or Building Society

To: The Manager Bank/Building Society

Address

Postcode

FOR WINCHESTER COLLEGE ENTERPRISES OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.

Instruction to your Bank or Building Society

Please pay Winchester College Trading Company Limited, trading as Winchester College Enterprises, Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Winchester College Enterprises and, if so, details will be passed electronically to my Bank/Building Society.

Confirmation

I confirm that my address set out above is correct and that I am authorised to sign on the bank account for which details are provided.

Signature(s)

Date

DDI

Banks and Building Societies may not accept Direct Debit Instructions from some types of account

This guarantee should be detached and retained by the Payer.



The Direct Debit Guarantee

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Winchester College Trading Company Limited, trading as Winchester College Enterprises, will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Winchester College Trading Company Limited, trading as Winchester College Enterprises, to collect a payment, confirmation of the amount and date will be given to you at the time of request.
- If an error is made in the payment of your Direct Debit by Winchester College Trading Company Limited, trading as Winchester College Enterprises, or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society.
- If you receive a refund you are not entitled to, you must pay it back when Winchester College Trading Company Limited, trading as Winchester College Enterprises, asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.