

Private Swim Lesson Rules and Guidelines Agreement:

Thank you for your interest in Private Swim Lessons at Basin Recreation. This form will help you understand our policies and procedures for Private Swim Lessons.

Basin Recreation offers 30 and 60 minute private lessons to our patrons according to the pricing listed this request form.

Private and Semi-Private Lessons are available and scheduled on an individual basis. Private Lessons will not be scheduled for or conducted during the same time as other aquatics programs at The Fieldhouse. Reservations are set on a first come first service basis and scheduled according to pool space and instructor availability. A Private Lesson Request Form and Agreement must be completed, and payment must be received prior to conducting private or semi-private lessons.

If you have a preference it is possible to request specific instructors from our current staff roster. We will do our best to honor these requests, but we cannot guarantee that we will be able to fill every request for a specific instructor due to scheduling constraints.

Private Swim Lesson Process:

1. Fill out the Private Swim Lesson Request Form and either submit it to the front desk, or email it to agreenburg@basinrecreation.org. The request form must be filled out completely and signed in order to be considered.
2. Within 24 hours on regular business days you will receive an email acknowledging that the Aquatics Department has received your request form.
3. Angie Greenburg, the Recreation and Aquatics Coordinator, will then review the instructor's and facility's availability to see if your requests match private lesson availability.
4. Once an instructor has an available time slot that matches closely with your request, Angie will contact you via phone or email in order to set-up your reservation dates and times.
5. All correspondence related to these Private Swim Lessons will be set up ONLY through the Recreation and Aquatics Coordinator.
6. Payment for lessons must be made before the reservation is finalized, either at the Front Desk or over the phone 435-649-1564 x 47

If there is not currently an opening available for private lessons, you will be contacted, and this completed form will remain in the aquatics department until an instructor has an available slot that matches your availability.

If you wish to have another session of private or semi-private lessons after the scheduled classes end, you must submit a new private lesson request form to the coordinator.

Cancellation/No-Show Policy: If you need to cancel a lesson you must do so by contacting the Recreation and Aquatics Coordinator at least 24-hours before the scheduled lesson, preferably via email. We will schedule a make-up class if possible. If the lesson is canceled with less than 24-hours' notice, a make-up class will not be offered, and a refund will not be issued. Instances involving extenuating circumstances where notice is given less than 24-hours in advance will be dealt with on a case by case basis. However, this does not guarantee that a make-up lesson or credit will be granted. No refunds are given for missed/unused private lessons. If no notice is given, lesson missed will count as one your schedule lessons and no credit or make-up lesson will be given.

If a lesson is canceled by the instructor, because of inclement weather or due to pool closure, the staff member will make reasonable efforts to contact you as soon as possible. A make-up lesson will be scheduled. A credit will be issued to your account if a make-up lesson cannot be scheduled.

The participant is expected to be punctual and understand that the instructor may have appointments immediately preceding or following your lesson. The instructor is not obligated to stay past the allotted time scheduled for your private lesson.

Thank you again for your interest in Private Swim Lessons at the Basin Recreation Fieldhouse.

Please sign and date acknowledging that you have read and understand the above information:

Signature: _____

Date: _____

Instructions: Please save this document on your desktop, then complete form.

PRIVATE SWIM LESSON



BASIN RECREATION

REQUEST FORM

PRIVATE SWIM LESSON RATES PER PERSON

Semi-Private Lessons are limited to 2 participants per lesson.

- Private 30 Minute Lesson \$35
- Private 60 Minute Lesson \$70
- Semi-Private 30 Minute Lesson \$30 per person
- Semi-Private 60 Minute Lessons \$60 per person

Today's Date: ___/___/___ LESSON TYPE (select an option from the list above): _____

Swimmer's Name: _____ Age: _____

Swimmer's Ability Level: ___ Beginner ___ Intermediate ___ Advanced

Please describe:

- Swimmer has had previous swim lessons or experience? ___ YES ___ NO
- Is the swimmer comfortable in the water? ___ YES ___ NO
- Does the swimmer feel comfortable putting head underwater? ___ YES ___ NO
- Can the participant swim independently without a flotation aid? ___ YES ___ NO
- Can the participant swim the length of the pool (25-yards) without aid or assistance? ___ YES ___ NO

Basin Recreation welcomes participation of all individuals including those with disabilities or special needs. We are committed to compliance with the ADA and will provide reasonable accommodations to facilitate participation in our programs. To ensure reasonable accommodations are in place, program registration or accommodation requests should be received by management at least two weeks prior to desired start date of private swim lessons.

Please list any additional information on swimming level, personal goals, disability or reasonable accommodation requests:

Preferred Basin Instructor: _____ No Preference: _____

Contact Person or Parent/Guardian Name: _____

Email: _____ Phone: _____

Please read the following and sign below:

1. Children must be at least 3 years of age in order to participate in private swim lessons.
2. Submitting this request does not guarantee lessons. Requests are filled based on availability.
3. Requests are received and filled in the order in which they are received.
4. Please allow at least one week to find an instructor for your lesson.
5. Regular Basin Recreation Fieldhouse rules and schedules apply.

Signature: _____

Date: _____

Please return this document to The Fieldhouse Front Desk or email to: agreenburg@basinrecreation.org

FOR AQUATICS MANAGEMENT USE ONLY:

Received Date: _____ By: _____ Contact Date: _____