

# Operating rules

## Palach Halls of Residence Gym

The operating rules of the Gym include general provisions and stipulate the conditions for use and rules of the Palach Halls of Residence gym operation.

### Operator:

University of Hradec Králové

### Persons authorized to operate the Gym:

Tomáš Bartovský

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### Contact data:

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## 1. General Provisions

- 1.1 The gym of the Palach Halls of Residence (hereinafter the Gym) is located at Palachova 1129, 500 12 Hradec Králové – back entrance of the block F. The Palach Halls of Residence are university dormitories belonging to the University of Hradec Králové (hereinafter the UHK). For more information, see the UHK website (University Halls of Residence – [UHK Halls of Residence Gym](#)).
- 1.2 Every visitor to the Gym is obliged to get acquainted with these **Operating Rules** and to observe all its rules, provisions and conditions. The visitor is obliged to respect the general principles of good behaviour (do not disturb other visitors, do not talk to the exercising persons, avoid loud speech, and speak politely), maintain cleanliness and order, avoid wasting water and electricity and observe hygienic principles.
- 1.3 The Gym is intended for leisure use by **students accommodated at the Halls of Residence** and the UHK staff and their immediate family members (spouse/partner/children), and serves for physical development, body cultivation and active relaxation. Any other use or misuse is inadmissible and conclusions will be drawn from such.

- 1.4 Use of the premises and their equipment is allowed to **members of the Gym and employees**. Membership or a single entry can be purchased at the reception of the Halls of Residence, and it is valid for the semester which it was purchased in.
- 1.5 The premises include separate locker rooms for women and men that are used for changing clothes and their storage in lockers. The lockers can be locked with the deposit of a refundable ten crowns. It is at your own risk to store clothes and other items (backpacks, bags, mobile phones, etc.) outside the lockers. The operator is not responsible for the loss of valuables or cash. The visitor will use his/her own towel after having a shower. Before entering the Gym, the visitor is obliged to put on clean sports shoes (outdoor shoes will be stored in the locker).
- 1.6 **Smoking, consumption of food, alcohol**, use of drugs and narcotics, use of fire and carrying of substances generally endangering health or property are strictly prohibited throughout the premises. Entry of persons under the influence of drugs, narcotics, psychotropic substances and alcohol is prohibited. **Persons suffering from a contagious disease or other illness are prohibited from entering** unless their doctor has determined that it is safe to visit the premises.
- 1.7 The visitor must also not interfere with the electrical installation and plumbing, damage, abuse or otherwise prevent the use of fire extinguishers, remove instructions, manuals and documents used for fire protection. It is also forbidden to damage or arbitrarily change the Gym equipment and installation.
- 1.8 Visitors are obliged to report any **damage, accidents and defects** incurred immediately to the persons responsible for the operation of the Gym or at the reception of the Halls of Residence or by sending an e-mail to [gym@uhk.cz](mailto:gym@uhk.cz).
- 1.9 The first aid kit is located in the main room of the Gym. In the event of an injury or accident, a report will be made immediately in the '*Log of Minor Injuries*' and signed by the witness who was present at the time.
- 1.10 In the event of fire, the visitor follows the fire alarm directive and fire evacuation plan in effect (the visitor is obliged to take immediate measures to eliminate the outbreak and **call for help immediately**).

## **2. Equipment and their use**

- 2.1 When using any equipment, the visitor is obliged to follow the instructions for use (instructions are posted on the walls) and use only machines and tools that he/she can handle and knows the correct technique. The visitor uses it at his/her own risk and makes sure before use that the equipment shows no signs of defect. By entering the Gym and exercising individual machines and equipment, each member agrees to be familiar with the operating instructions for the machines and equipment and knows how to handle the machines and equipment during the individual exercises. The operating instructions are posted in the Gym. The operator is not responsible for any injuries caused in the Gym due to improper, unprofessional and careless handling of the Gym equipment or for injuries caused by inadequate load (in strengthening his/her maximum, the visitor provides for assistance), failure to estimate his/her own possibilities and careless behaviour.
- 2.2 Store the tools in their original/marked place; always return all weights to their original place and do not leave them on bars. Carefully place the dumbbells on the floor to avoid its damage.
- 2.3 It is forbidden to take equipment out of the room. Each room is marked and has its own list of equipment – machine room, function room, cardio zone. Each machine has its own bar and it is forbidden to manipulate with it (e.g., rotate) even within the room.
- 2.4 In case of equipment damage caused by any violation of the Operating Rules, the operator is entitled to request the full amount of the equipment or repair. Any theft of equipment will be traced and the visitor will bear the consequences; at the same time, he/she is obliged to pay for the stolen equipment in full.
- 2.5 Before leaving the Gym, the visitor is obliged to turn off the lights, close the windows and check that all the equipment he/she used is back in its original place. The visitor is also obliged to leave the premises clean and tidy, to leave the shower door open (to ensure ventilation of the premises and release steam after showering). The entrance door to the Gym and the block F entrance door must always be closed to prevent unauthorized entry.

### 3. Organization, entry and operation management

#### 3.1 Operating hours of the Gym:

<b>Monday – Friday</b>	<b>6:30–8:30</b> (Monday, Wednesday, Friday – students) (Tuesday, Thursday – employees) <b>9:00–11:00, 12:00–22:00</b> (students)
<b>Saturday</b>	<b>6:30–11:00, 12:00–22:00</b> (employees)
<b>Sunday</b>	<b>6:30–11:00, 12:00–22:00</b> (students)

**The maximum duration of stay within 1 training unit is 2 hours.**

The last chance to enter is at 20:00. Each visitor is required to leave the Gym by 22:00. During the summer holidays – July and August – Individual operating hours will be arranged.

- 3.2 Entrance is granted to visitors with a membership for a given semester or after paying a one-off entrance fee at the reception when borrowing keys in exchange for an ISIC card which will be returned after handing the keys back to the reception.
- 3.3 Entrance is granted to visitors with a membership for a given semester who make a reservation in time in the reservation system:
- a) **Student reservation:** [uhk.cz/gym-koleje-student](http://uhk.cz/gym-koleje-student)
  - b) **Employee reservation:** [uhk.cz/gym-koleje-zamestnanec](http://uhk.cz/gym-koleje-zamestnanec)
- 3.4 The visitor will be granted entrance to the Gym on the basis of a valid ISIC card, student card or employee card. To get permission to enter, **it is necessary to make a reservation always one day in advance by 22:00**. After entering the Gym, the visitor is obliged to *'log in'* (i.e. to attach his/her card to the card reader of the electronic entry device). Each visitor to the Gym gets acquainted with these Operating Rules when purchasing membership/before entering the Gym for the first time, and signs that he/she agrees with them. The Operating Rules and signature sheet are available at the Reception of the UHK Halls of Residence.

- 3.5 Employees of the UHK may use the premises of the Gym together with close family members (specified in detail in Article 1.3), while the responsibility for damage to the UHK property or the health of individual persons (family members) rests with the UHK employee with whom these persons entered the Gym.
- 3.6 The number of visitors is limited to 10 people in one time interval. The minimum recommended number is 2 people.
- 3.7 The operator reserves the right to change the operating hours. Changes concerning operation restrictions will be published on the UHK website, in the Halls of Residence section, or on the Gym social networks; in an extreme case, visitors with valid reservations will be notified by e-mail or phone.
- 3.8 Report any violations of the Operating Rules and generally applicable regulations immediately to the person authorized to operate the Gym, or send them to: [gym@uhk.cz](mailto:gym@uhk.cz), and the consequences will be drawn from each such violation. In the event of unauthorized access to other persons without a valid reservation/purchased single entry, the visitor with a valid reservation/purchased single entry will be charged a fine of CZK 500 which will be paid immediately at the reception of the UHK Halls of Residence. The payment of the contractual penalty does not affect the right to compensation for damages incurred by the operator in connection with the breach of the visitor's obligations. Following a serious violation of the operating rules, person authorized to operate the Gym and/or the UHK HoR director may decide that visitor's membership be forfeited without refund and the operator may also decide that it is not possible to purchase a new membership or single entries.
- 3.9 Visitors are not allowed to enter the bar area. This area is reserved for the person in charge of the Gym operation or a person designated by the gym operator.

**The Operating Rules are permanently posted in the Gym, and are also published on the UHK website in the [University Halls of Residence section](#).**

In Hradec Králové on 6 September 2024