



JUBILEE UNIVERSITY

Fieldhouse Handbook

Last Revised on January 21st, 2024

Jubilee University

www.ju.education

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DISCLAIMER

This handbook and the policies and procedures contained herein are in effect from January 21, 2024, until further notice. Although the information herein has been reviewed, the text may nevertheless contain errors, which will be corrected when brought to the attention of the University.

Jubilee University and the Fieldhouse make every reasonable effort to provide accurate information in the contents of this handbook, but reserves the right to make changes at any time without prior notice. The University reserves the right to change calendars, policies and fees, and all other aspects of Fieldhouse operations by official action of the University. In addition, changes in policies, procedures, and administration may have occurred since the printed publication of this handbook. Updates and changes shall be reflected in the online version at the time they are made. In case of discrepancies between the online and printed versions of the catalog, the online version is to be considered definitive.

GENERAL INFORMATION

All Jubilee University Fieldhouse visitors should familiarize themselves with the information and policies found in this handbook.

ALL VISITORS MUST COMPLETE A REGISTRATION FORM in order to use our facilities. You can either [fill it in online](#), or ask a staff member for a printed copy (Photo required).

NOTE: Restrooms and locker rooms are currently unavailable as the Fieldhouse undergoes renovations.

Contact Information

- Address: [1880 Washington Ave, Lexington, MO 64067](#)
- Phone: (660) 259-1005
- Email: info@ju.education
- Website: ju.education/fieldhouse & Facebook: [facebook.com/JubileeUniv](https://www.facebook.com/JubileeUniv)

Hours of Operation

Outdoor Track

Open for public recreational use year-round, **Sunrise** to **Sunset**, with the exception of ongoing events, maintenance, or poor weather conditions, including slippery ground surfaces and storms.

Indoor Track

The indoor track is open for wintertime recreational use Tuesdays and Thursdays, 10 a.m. to 12 p.m. between January 27 - March 31, 2024. *The indoor track is not heated.*

Closures

Jubilee University reserves the right to close the facility in certain cases, such as inclement weather, and will notify users of any closures via its [Facebook Page](#).

Registration Required

All use of Fieldhouse facilities, including outdoor track, requires registration.

You may register online at <https://ju.education/fieldhouse> or by asking a staff member for a printed copy of the registration form.

Photo(s) will be taken upon submission of the registration form, whether online or in person.

Code of Conduct

Grounds for Suspension or Termination

The Jubilee University Fieldhouse does not tolerate inappropriate, threatening, or harassing behavior, including but not limited to:

- Failure to follow proper safety precautions and practices
- Destruction of property
- Theft
- Use of profanity
- Using falsified identification or registration information
- Providing means of unauthorized access to non-registered visitors
- Being in possession or under the influence of alcohol or drugs
- Unauthorized possession of a weapon of any kind on any Jubilee University property regardless of whether the person has a concealed weapons permit or is allowed by law to possess a weapon
- Sexual misconduct \ Disorderly conduct \ Physical fights
- Verbal or other forms of harassment
- Selling or promoting products and services without authorization by Jubilee University.
- Failure to register before use
- Any behavior that is determined to be unacceptable by Jubilee University and detrimental to those we serve
- Such conduct will be grounds for immediate suspension or termination of registration/use of facilities.

Non-Discrimination Policy

Jubilee University and the Fieldhouse does not permit discrimination based on race, color, creed, religion, national origin, gender, marital status, status with regard to public assistance, membership, or activity in a local commission, disability, age, veteran status, genetic information or other legally protected status. Jubilee University and the Fieldhouse do not tolerate any type of harassment – physical, verbal, or sexual – of our students, guests, or employees. Jubilee University and the Fieldhouse reserves the right to deny access to the facility and its programs to those who refuse to abide by these policies.

Accessibility

The Jubilee University Fieldhouse is open to persons of all ages with a disability or special need. We will work to accommodate any individual need that reaches beyond our ADA compliance. If you need special assistance in order to attend a program, please contact the program director. You are welcome to bring an aide with you while you are accessing our programs and services if so required.

Insurance

It is the responsibility of every individual, or his/her parents or legal guardian to provide accident and health coverage while participating in all Jubilee University and Jubilee University Fieldhouse activities. The University or the Fieldhouse does not provide any accident or health coverage for its visitors or guests.

Bicycles, Skateboards, and In-line Skates

Bicycles, skateboards, roller skates and/or in-line skates are not allowed in Jubilee University or Fieldhouse facilities. Skateboards, roller skates and/or in-line skates are not allowed on Jubilee University property.

Solicitations

Selling of external goods and services is not permitted at the Jubilee University Fieldhouse. Individuals may not circulate any petition or subscription list, solicit business, place any advertisement or leaflets, or exhibit any article for sale at any time on the Jubilee University Fieldhouse grounds, including cars in the parking lot and on the corner by our signage. Announcements or posters may not be circulated or placed anywhere in the Fieldhouse or on Jubilee University grounds without consent of the University.

Parking

Free parking is available on Jubilee University Fieldhouse grounds. Registered users are permitted to use the Fieldhouse parking lot only when they are utilizing the Fieldhouse facilities. Owners of illegally parked vehicles will be reminded and then towed at the owner's expense if necessary. Please use our parking lot responsibly: park in designated areas, respect "pick up/drop off" and "handicap" only spaces, do not park in the fire lane, drive slowly, and please watch out for children.

The entrance to the indoor track is located on the west side of the Fieldhouse, with parking accessible at the Visitor Parking at Washington Ave & N 18th St.

Jubilee University or the Fieldhouse is not responsible for lost or stolen belongings left in vehicles.

Pets

There are no pets allowed in the Jubilee University Fieldhouse facilities except trained service animals or other trained, assisting animals with proper documentation.

Photographs/Recordings

Jubilee University and Fieldhouse staff members may record and/or photograph performances and classes. Your attendance and/or participation shall be deemed your consent to appear in such programs and/or photographs without compensation. Jubilee University reserves the right to use all photographs and video recordings for publicity purposes.

Privacy Policy

Jubilee University is committed to respecting your privacy and recognizes your need for appropriate protection and management of any personal information you share with us. We will not share your information with any outside organizations, businesses, associations, or individuals unless required by law. Please see our Privacy Policy online at ju.education/privacy-policy for how we handle data collected on our website.

Safety

Our goal is to provide our members and guests with a safe and secure environment. Jubilee University Fieldhouse staff are trained to follow emergency procedures. To report an emergency, please contact a Fieldhouse staff member who will notify the proper authorities immediately. In the event of a fire alarm or other emergency deemed necessary by police or fire personnel, the building must be evacuated. Your cooperation is necessary and appreciated. Please do not hesitate to ask for safety information if you have any questions concerning your health, use of equipment or facilities issues. Your questions and concerns will be addressed by the appropriate Fieldhouse staff members. Any change in your health status should be reported to a staff member to ensure that we provide you with an appropriate medical response. If you are involved in a critical incident or witness an injury, contact a Fieldhouse staff member for immediate medical assistance. The Jubilee University Fieldhouse is not responsible for the cost of ambulance services when called on your behalf. If you are involved in a non-critical incident that results in an injury to you or someone else, or witness an injury, please report it immediately to a Fieldhouse staff member. The Jubilee University Fieldhouse reserves the right to check personal belongings at the door and exclude or remove any person from the premises, or its programs, for any violation of our rules or regulations or for jeopardizing the safety and well-being of others.

Smoking

With a commitment to good health, Jubilee University and the Jubilee University Fieldhouse enforces a “no smoking policy” on any property owned, leased or controlled by Jubilee University. Anyone wishing to smoke or use other tobacco products must not be on the premises.

Lost and Found

Please contact a Fieldhouse staff member to return a found item or if you need assistance in locating a lost item. If you have lost an item, please complete a Lost and Found Form which will assist staff in the event that your item is found. All items are stored in a secure area away from the front desk. If an item has been found, staff will call you and hold the item at the front desk. Lost and found items will be held for 30 days. If items are not claimed

within 30 days, they will be disposed of or donated to charity. Jubilee University is not responsible for lost or stolen property.

Annual Maintenance Program

The Jubilee University Fieldhouse will close portions of the facility periodically for annual preventative maintenance, cleaning, and revitalization. The Jubilee University Fieldhouse will post notifications throughout the facility concerning upcoming facility closings.

Clothing and Attire

Clothing should be appropriate to the activity. Comfort is recommended. Shirts and shoes must be worn at all times. Appropriate shirt, athletic shoes, and shorts or pants are required for all fitness areas in the facility. Street clothes, non-athletic shoes, work boots, open-toed shoes and sandals are not permitted in fitness areas. The Jubilee University Fieldhouse is a family place. Inappropriate or offensive dress will not be tolerated.

Cell Phone Policy

The use of cell phones is limited to designated areas within the Jubilee University Fieldhouse buildings and grounds, including the lobby and outdoors. Cell phone use is strictly prohibited in the locker rooms and restroom areas.

Locker Rooms

The Jubilee University Fieldhouse does not offer locker room access.

Restrooms

The Jubilee University Fieldhouse does not offer restroom access.

Age Restrictions

Please see Chapter 2 for information about age restrictions for the program or facility you are planning to use.

PROGRAMS & FACILITIES

Outdoor Track

Open for public recreational use year-round, sunrise to sunset, with the exception of ongoing events, maintenance, or poor weather conditions, including slippery ground surfaces and storms.

Outdoor Track Age Restrictions

Any children accompanying visitors must be supervised by a family member 16 or over. Ages 16 and up may use the outdoor track unsupervised. No children under 16 may use the facilities unsupervised.

Indoor Track

The indoor track is open for wintertime recreational use Tuesdays and Thursdays, 10 a.m. to 12 p.m. between January 27th - March 31st, 2024. *The indoor track is not heated.*

Closures: In case of inclement weather, Jubilee University reserves the right to close the facility and will notify users via its Facebook Page: facebook.com/JubileeUniv

The entrance to the indoor track is located on the west side of the Fieldhouse, with parking accessible at the Visitor Parking at Washington Ave & N 18th St.

Indoor Track Code of Conduct

- No food or drinks allowed in the Fieldhouse except water in sealable leak proof containers.
- No profanity of any kind
- No Gum is allowed in the Fieldhouse
- No Lacrosse or Field Hockey play is allowed.
- Keep the indoor track area and gymnasium floor clean, please pick up after yourself.
- No throwing/kicking balls up at the ceiling or windows.
- Anyone participating in destructive play or activities, will be asked to leave
- No throwing of a baseball or softball is permitted on the gymnasium floor.
- Any reckless play or inappropriate language will not be permitted

Indoor Track Age Restrictions

Any children accompanying visitors must be supervised by a family member 16 or over. Ages 16 and up may use the indoor track unsupervised. No children under 16 may use the facilities unsupervised.