

# Orchard Hill Pool Sitter Duties

PLEASE REMEMBER THAT YOU ARE RESPONSIBLE FOR MONITORING THE CLUB GROUNDS.

IF YOU FEEL THAT ANYONE IN ATTENDANCE IS NOT RESPECTING AND NOT FOLLOWING THE CLUB RULES, PLEASE APPROACH AND ASK HIM/HER TO LEAVE.

IF YOU HAVE ANY QUESTIONS, PLEASE ASK THE GUARDS BEFORE THEY LEAVE AND DO NOT HESITATE TO CALL THE NUMBERS BELOW WITH QUESTIONS.

## **Before you leave the club (starting in the back of the property):**

1. Make sure all members have left the property at time of closing.
2. Lock tennis court gates. The lock should be hooked on the back of gate.
3. Lifeguards will remove all, but one garbage and recycling can. Please remove any garbage that may be in the can into the dumpster. Garbage can lid should be sealed to the can and placed in the kitchen. Recycling should be emptied as well but recycling can will remain outside. **(Make sure any garbage that is on the ground be picked up, so animals don't get to it.)**
4. Lock all the doors of the pavilion. Make sure kitchen and bathroom lights are turned off and locked.
5. Head over to the guard deck. You will find three switch boxes near the pump room. Turn off all lights to the club and parking lot. Make sure you lock the boxes prior to leaving the guard deck. **Return keys to guard office and shut office door. A lifeguard will review this with you prior to them leaving. Please have flashlight on phone ready as it does get pitch black.**
6. Lock gate to the club entrance. **(This is the last gate before you enter parking lot)**
7. Before you exit the club parking lot you will find a chain. Pull car through then grab the chain, pull tight and lock gate to prevent anyone from entering our parking lot. **The lock will be hooked to the chain.**

**Pool Director- Ali Rivera      860-416-1394**

**President- Eric Clark          860-324-6622**

Thank you! Enjoy your night!

The Orchard Hill Staff

If you cannot make your assigned date, YOU must find a replacement by either switching with another family or paying an approved lifeguard \$40.

**There is a \$50 fee for NO SHOWS!**

**Guard:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Member:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## **Pool Sitting Hours:**

Sunday - Thursday 8 - 10 pm (arrive at the guard deck 7:45pm)

Friday & Saturday 9 - 11pm (arrive at the guard deck 8:45pm)