



HEALTH PROMOTION FOR FACULTY AND STAFF

HPFS Gym Etiquette & Policies – Fall 2025

With the increase in usage of our employee fitness facilities, we are updating our gym etiquette and policies to ensure a safe, welcoming, and enjoyable experience for all.

To keep equipment available and the environment positive, please follow these guidelines:

Fitness Space Guidelines

Because our spaces are limited in square footage, we cannot support circuit training or "super sets," particularly at Levine Hall Lab and during peak hours (11 a.m.–2 p.m.) at our Varsity Gym location.

- **Limit machine use to 10–15 minutes**, including rest periods.
 - **Step away during longer rests** so others may use the station.
 - **Stay flexible**—if your preferred bench or machine is taken, try an alternate exercise or use dumbbells.
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Gym Etiquette Essentials

- **Everyone Matters:** Encourage, don't intimidate. Everyone's on their own journey, and we should support one another.
 - **Sharing is Caring:** Limit the number of machines or pieces of equipment you are using at one time. Allow others to "work in" between your sets—you might even make a new friend!
 - **Share Equipment, Not Sweat:** Always spray the paper towel and wipe down equipment when you're done.
 - **In The Zone:** Respect those around you by avoiding loud conversations or excessive grunting.
 - **Re-Rack = Respect:** Return all equipment to its proper place so it's ready for the next person.
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Facility Rules

1. **Dress Code**
 - Closed-toed shoes are mandatory.
 - Workout clothes are ideal.
2. **Personal Belongings**
 - Always place your belongings in a locker.

- Do not leave items on the floor—this creates fall risks.
- 3. **Cleanliness**
 - Always wipe down equipment when finished.
 - Virex spray bottles and Wypall towels are provided throughout the facilities.
- 4. **Spatial Awareness**
 - Give people space and be mindful of exercise areas.
 - Do not exercise in walkways, especially in Levine Hall Lab.
- 5. **Equipment Use**
 - Do not stand in front of or place a bench in front of the dumbbell rack.
 - Ask before working in between someone's sets.
 - Use only one piece of equipment at a time—do not reserve or rotate between multiple machines.
- 6. **Noise & Respect**
 - Use headphones/earbuds for personal music.
 - Keep noise levels low—limit grunting, avoid shouting or cursing.
 - Take phone calls in private spaces.
- 7. **Equipment Care**
 - Treat equipment as if it were your own.
 - Never drop dumbbells; gently return them to the rack.
 - Dropping bumper plates is permitted **only at Varsity Gym**—not in Levine Hall Lab.
 - Do not slam weight stacks on machines.
- 8. **Re-Rack Equipment**
 - Always return weights, bars, and accessories to their proper place.
- 9. **Trainer Policy**
 - Only HPFS staff may provide personal training or instruction. Outside trainers/instructors are not permitted.
- 10. **Safety**
 - Report equipment concerns or personal injuries immediately.
- 11. **Community**
 - Make friends, encourage others, and only give advice if asked.

Thank you for helping us create a respectful, supportive, and community-minded atmosphere in our HPFS gyms!