

I GENERAL REGULATIONS

1 Opening Hours

1.1 The JSC is open Monday to Sunday.

Facilities	Opening Hours (Monday to Saturday)	Opening Hours (Sunday)
(a) *Running Track	08:00 – 22:30	08:00 – 22:00
(b) Grass Pitch (Athletic Field/Soccer Pitch)	08:30 – 22:00	08:30 – 20:30
(c) Tennis Courts	08:30 – 22:30	08:30 – 21:30
(d) Multi-purpose Court (Basketball/Volleyball/Pickleball/ Handball/Five-a-side Soccer)	08:30 – 22:30	08:30 – 21:30
(e) Golf Practice Area	08:30 – 20:30	08:30 – 20:30
(f) Carpark	07:30 – 22:30	07:30 – 22:00

* Running Track will be closed during the maintenance period:
Every Thursday 09:00 – 13:00 ; 14:00 – 16:00.

1.2 The JSC will be closed on general holidays.

1.3 Opening hours for the following general holidays will be from 08:00 to 18:30:

- (a) Lunar New Year's Eve
- (b) Mid-Autumn Festival
- (c) Winter Solstice
- (d) Christmas Eve
- (e) New Year's Eve

1.4 Users must leave the JSC at closing time.

1.5 The JSC management shall close any part of the facilities if, in its opinion, the facilities are not fit for use, or for any other reasons, e.g. bad weather.

2 Eligible Users

2.1 Eligible Users

The following eligible users may use the facilities at the JSC during its opening hours, upon production of a valid identification card issued by the three owner institutions:

Eligible Users of CityUHK, HKBU and PolyU	Identification
Full-time Students	Student I.D. Card
Full-time Staff	Staff I.D. Card
Immediate Family Members of Full-time Staff	Affiliated Card
Part-time Students	Student I.D. Card
Alumni	Alumni Association Membership Card and User Card of the three Universities' sports centre
Retired Staff Members	Long Serving Retiree Membership Card
Others (Council Members)	Council Member Card

2.2 Immediate family members of full-time staff or guests under the age of 12 must be accompanied by one of their parents or an eligible user aged 18 or above when using the sports facilities (except Golf Practice Area – under the age of 16).

2.3 The staff of JSC have the authority to check the eligibility of users as and when required.

2.2 If users cannot present valid identification card, JSC reserves the right to refuse user enter the centre.

3 Guests

- 3.1 All eligible users (except immediate family members of full-time staff) may bring a maximum of three paying guests per day to use any sports facilities. Guests may enter and leave the JSC multiple times on the same day.
- 3.2 All guests must be accompanied by an eligible user when purchasing guest tickets at the JSC Service Counter.
- 3.3 Guest tickets are non-refundable.
- 3.4 Eligible users must accompany their guests throughout their stay and are responsible for their conduct.
- 3.5 All guests must observe the Regulations Governing the Use of JSC.
- 3.6 Any violation of the above regulations by eligible users shall result in suspension of his or her right to bring guests into the JSC. The suspension period will be decided by the JSC Operations Sub-Committee.

4 Booking Procedure

- 4.1 The following categories of users can book the JSC facilities at the sports centre of the three owner institutions:
 - (a) Full-time/part-time students;
 - (b) Full-time staff;
 - (c) Immediate family members of full-time staff;
 - (d) Alumni who hold a valid sports centre user card; and
 - (e) Retired staff who hold a valid long serving retiree membership card.
- 1.2 Above categories of users (except the children of full-time staff) can make on-the-spot booking at the JSC by phone or in person from 08:00 onward for same-day booking, or from 17:30 to 22:00 for next-day booking (except general holidays). Payment should be made at least 10 minutes before the reserved time; otherwise, the booking will be cancelled automatically.

- 1.3 If the permit holder is unable to take up the facilities after 10 minutes of the reserved time, the booking will be cancelled automatically. Such cancelled booking will be non-refundable and may be booked by other users at the Joint Sports Centre Service Counter upon payment of the full charges. No transfer of booking permit or authorized letter is accepted.

5 Admission

5.1 Individual Users

Users are required to produce their Booking Permits and/or respective Universities I.D. Cards for verification at the JSC Service Counter upon admission.

5.2 Group Users

Persons-in-charge of the groups are required to produce their Booking Permits and respective Universities I.D. Cards for verification at the JSC Service Counter upon admission.

6 Activity / Training

- 6.1 All activity and/or training should be made by group booking from the university.

- 6.2 The approved activity and/or training should be under the supervision by qualified coaches. JSC reserves the right to request coaches to present their coaching qualifications.

7 Attire

Users must dress in appropriate sportswear and non-marking rubber-soled sports shoes when using the sports facilities.

8 Changing Rooms

- 8.1 Clothing and personal belongings must not be left unattended in the changing rooms.

- 8.2 Users are requested to keep the changing rooms clean and tidy.

9 Lockers

- 9.1 Users may use the combination-lock lockers, coin-return lockers and padlocks in the changing rooms.
- 9.2 Users must not leave their belongings in the lockers overnight (except lockers which are allocated for Universities' sports teams). The staff of JSC will clear the lockers daily after closing time.
- 9.3 The JSC will not be responsible for the safe-keeping of any items found in lockers, nor liable for any loss or damages of the properties left in the lockers.

10 Lost and Found

- 10.1 The JSC will accept no responsibility for any loss of personal property.
- 10.2 Any properties found will be kept at the JSC Service Counter for a period of two weeks. Thereafter, all unclaimed properties will be disposed.

11 Sports Equipment and Damage

- 11.1 Users may borrow sports equipment from the Centre. They must produce their Booking Permits and deposit their respective Universities I.D. Cards at the JSC Service Counter.
- 11.2 Equipment must be returned immediately after use.
- 11.3 Users are responsible for the equipment on loan to them and will be required to pay for any damage or loss of equipment.
- 11.4 Users will be held responsible for any damage to the JSC property.

12 Injuries

12.1 All injuries must be reported immediately to the JSC Service Counter. A First Aid Room is available if needed.

12.2 Users are responsible for their own safety during their stay in the JSC premises. The JSC will not accept any responsibility or liability whatsoever.

13 Eating and Drinking

Eating and Drinking is not allowed within the sports facilities.

14 Animals

Animals are not allowed within the JSC premises (except guide dogs).

15 Smoking

Smoking is not permitted within the JSC premises.

16 Gambling

Gambling of any form is not allowed within the JSC premises.

17 Decorations

Except with prior approval, decorations, banners, signs and publicity items are not allowed to be displayed within the JSC premises.

18 Audio-Visual Equipment

Except with prior approval, no person is allowed to use any audio-visual equipment within the JSC premises.

19 Adverse Weather

19.1 Landslip Warning

The Multi-purpose Court & the Tennis Court No. 4 will be closed once the Landslip Warning is hoisted. The facilities will be re-opened as soon as the removal of the Landslip Warning after checking by JSC staff and the cleaning work.

19.2 Typhoon Warning Signal No.8 and Black Rainstorm Warning

19.2.1 The Centre and carpark will be closed as Pre-No. 8 Signal (An early alert for the hoisting the aforesaid Typhoon Warning Signal within two hours) has been made.

19.2.2 JSC will be closed until the following day if the Typhoon Warning Signal No.8 or Black Rainstorm Warning remains hoisted within 5 hours of the scheduled closing hour.

19.2.3 JSC will be re-opened after 3 hours of removal of Typhoon No. 8 Signal or Black Rainstorm Warning, subject to the actual condition of the facilities.

20 Misconduct

In the case of misconduct, or offensive language, or of any action inconsistent with the JSC Regulations, the JSC Management has the authority to expel or debar the offender from the premises and refer him/her to the appropriate authority for disciplinary action.