



THEi Fitness Room User Guide 香港高等科技教育學院健身室使用守則

(Applicable to Fitness Room at Chai Wan Campus: Room N036 / N038)
(適用於柴灣分校內之健身室：N036 / N038 室)

Basic Information 基本資料:

1. This guide is applicable to all persons using the fitness room.
此使用守則適用於所有健身室使用者。
2. The Fitness Room is available for students, teachers and staff with valid “THEi Physical Fitness Centre User Card” or “VTC Fitness Centre User Card”.
健身室只供持有有效「香港高等科技教育學院健身室使用證」或「職業訓練局健身室使用證」的學生及教職員使用。
3. Maximum capacity is 25 people, on first come first serve basis.
健身室最多能容納 25 人，以先到先得的方式進行。
4. If there is class arrange in Fitness Room, the venue will be closed without further notice. Please refer to the classroom schedule arrangements posted on the door.
如有課堂安排於健身室上課，有關場地將會關閉恕不另行通知。請留意張貼在門外的課堂安排時間表。
5. We reserve the right for immediate disciplinary actions which may result is suspension from the facility.
我們會保留進行即時紀律處分的權利，這有可能導致終止使用設施的權利。

Rules and Regulations 使用規則:

1. All users are required to bring their OWN Physical Fitness Centre User Card to the Fitness Room. The Physical Fitness Centre User Card is non-transferrable and is for exclusive use of the person named on the card. The Physical Fitness Centre User Card will be confiscated if presented by anyone other than the rightful owner.
使用者必須帶備健身證進入健身室。健身證只供持有人使用，不得轉借。如發現非法使用他人證件，有關健身證將會被沒收。
2. If user lost his/her Physical Fitness Centre User Card, he/she must report to the department and re-apply for a new card.
如遺失健身證，必須向本學系報告及重新申請健身證。
3. Guests are not allowed to enter the Fitness Room.
訪客不得進入健身室。
4. Users are required to sign in and out on the log book with their name, student ID number, and check-in/out time. Users should put their Physical Fitness Centre User Card in a designated place in the Fitness Room before using the facility.
使用者須在記錄冊上寫上姓名、學生証號碼、進出時間及簽名。使用者健身證需在使用健身室前放在指定位置內。

5. All users must wear appropriate workout attire and closed-toe, non-marking, athletic shoes. Wearing jeans, slippers, leather shoes, skirt, suit are NOT ALLOW to enter the Fitness Room.
使用者必須穿著合適的運動服裝及包趾、不脫色運動鞋。嚴禁穿著牛仔褲、裙、拖鞋、或赤足赤膊等進入健身室。
6. Changing in the Physical Fitness Room is not allowed.
使用者嚴禁在健身室內更衣。
7. Only water is allowed in the fitness room. Eating, chewing gum and smoking are permitted in the Fitness Room.
只能攜帶水進入健身室。健身室嚴禁進食、嚼口香糖和吸煙。
8. All equipment is belonged to THEi, users are not allowed to take away from Fitness Room.
健身室內所有器材均屬於香港高等科技教育學院，使用者不得擅自取走。
9. For the sake of courtesy, users should refrain from talking loudly or indulging in noisy activities that may annoy or distract other users, such as dropping equipment forcefully.
為他人設想，請勿製造噪音，例如大聲喧嘩及大力擲、扔、拋器材。
10. Please use the equipment properly. If any improper use case found, user may prohibit to enter the Fitness Room and assume full responsibility for any damage.
請小心使用健身室內的設施；如若發現有使用不當者，使用者將被禁止進入健身室及須按價賠償。
11. If user is unfamiliar with the equipment, please ask the duty officer in the Fitness Room for assistance.
如使用者不熟悉如何使用運動健身器材，請向健身室值班人員尋求協助。
12. Please place the equipment back to the original place after use, including dumbbells, discus, bars, etc.
所有器材使用後請放回原位，包括啞鈴、鐵餅、槓鈴等。
13. To keep the Fitness Room clean, please wipe away the sweat left on the equipment.
保持健身室清潔及衛生，使用器材後請抹去汗漬。
14. Users are asked to adhere to a 20-minute time limit for all cardio equipment during peak times.
使用者在繁忙時段使用所有帶氧運動器材最多限時 20 分鐘。
15. No running or chasing inside the Fitness Room.
健身室範圍內嚴禁追逐。
16. Report all injuries and maintenance needs to the duty officer in Fitness Room.
如遇受傷或發現器材有維修需要請向健身室值班人員報告。
17. All users are not allowed to use the sockets in the Fitness Room without authorization.
未經許可，不可使用健身室內之電插座。
18. Please take good care of your belongings.
請小心保管個人財物。

The department reserves the right to add, delete or amend the above rules and regulations at its own discretion at any time as it deems fit, without having to inform any users.
本學系有權於任何時間就以上規則作出新增、刪除或修改，毋須事前通知。