



POLICY/PURPOSE

With the objective of maximizing the effective, efficient, and safe operation when groups come to use the Waukesha County Park System Beaches, we have assembled our policies and procedures for group visits. Waukesha County has lifeguard staffed at beaches at two park locations:

- Menomonee Park – W220 N7884 Town Line Road, Menomonee Falls
- Fox Brook Park - 2925 North Barker Road, Brookfield

GROUP VISIT RESERVATION REQUEST - APPLICATION PROCESS AND FEES

A "Group Reservation Request Form" must be submitted to the Waukesha County Park System a minimum of one week prior to the requested visit date. This allows us to adequately staff the beach and manage the capacity to ensure a safe as possible operation. An approved/confirmed application form will be provided to the group by email within 2 business days of the request. The approved copy must be presented to the Head Lifeguard or Park Ranger upon arrival on the day of your visit. Groups that do not fill out a form at least one week prior will be asked to fill one out upon arrival to the facility – but will only be allowed to swim if the current capacity of the beach and staffing level can accommodate them that specific day.

**Park Entrance Fees: \$22.00 per bus per day (bus is defined as a 11+ passenger vehicle)
\$5.00 per car per day**

If interested, groups may reserve a picnic area (if available) that is in close proximity to the beach at most locations. Group reservation fees can be found on our website at www.waukeshacountyparks.com or by calling (262) 548-7801. A reserved picnic area is not a requirement, but it does ensure a specific area to assemble your group. Most locations have a grass area around the beach that groups can assemble, yet those are all first come first serve and we ask that groups please be considerate of our other beach users.

SUPERVISION/CHAPERONE EXPECTATIONS

Waukesha County Park System lifeguards and staff are assigned to correct rules infractions and provide emergency rescue services for facility patrons, and not to provide direct supervision of children associated with youth groups visiting the beach. Minimum adult/staff ratios have been established for visiting youth groups as indicated below (in compliance with WI Administrative Code DCF 251):

- One adult/staff (16 years or older) per 12 children must be provided.
- For children 4-6 years of age 1:6
- For children 3 years of age 1:4
- For children under 3 years of age: 1:1
- Lower ratios are recommended if the group includes weak swimmers.
- When a mixed age group of children are swimming, the staff-to-child ratio shall be adjusted based on the number of children in the water and each child's age.

Groups must emphasize and monitor constant supervision and it is expected that leaders be in the water with the children whenever possible.

FACILITY RULES

Groups must comply with all beach rules which are listed on the next page. These rules should be shared with your group prior to your arrival to the park, and will also be reviewed with your group the day of your visit by the Park Ranger or designated Head Lifeguard on duty. Carry-in food and drinks are allowed in the facility but must be consumed on the grass area (away from the sand beach). A concession stand is available to purchase food and beverages. If you lose someone in your group, please notify a lifeguard immediately so they can activate our Emergency Action Plan for a Lost Child/Patron.

PAYMENT

Groups must have cash, check or credit card available the day of the visit to pay the park entrance fee upon arrival to the park (checks payable to "Waukesha County Park System"). Payment is due upon arrival the day of your visit, unless other prior arrangements have been made with Park System Administrative staff.

WEATHER/CANCELLATIONS

Waukesha County Park System beaches will not be open if: weather conditions are too chilly; if attendance is extremely low; if lightning or thunder are evident; if water quality testing results are poor; and/or if the Park System Staff or Head Lifeguard on duty decides the conditions are otherwise unsafe. Refunds for Park Entrance Fees are not given if the beach closes due to weather conditions once a group has entered the park. If the weather seems uncertain for a scheduled visit, groups may cancel or reschedule the visit for another day by contacting the Waukesha County Park System Administrative office (262) 548-7801. Water quality results are posted on the County website or can be received by calling the Administrative office.

WAUKESHA COUNTY PARK SYSTEM STAFFED BEACH RULES

MAIN BEACH RULES FOR MENOMONEE AND FOX BROOK PARKS

1. Swimming hours - 11:00 a.m. to 7:00 p.m. daily. No swimming when guards are not on duty.
2. No glass or metal containers allowed in beach area, including no alcohol
3. Water flotation devices of any kind are not permitted. Coast Guard approved lifejackets or vests are allowed, but an adult must be within arm's reach at all times. Before entering the water, please bring lifejacket to lifeguard staff for verification of Coast Guard approved stamp – they will mark it with a wristband (so it only needs to be checked once by staff).
4. Carry-in Water Craft (canoes/kayaks, etc.) are allowed, but must stay beyond 100 feet of the designated swimming and beach areas.
5. Non-swimmers are restricted to the shallow area so designated. Children Under the age of 6 must be within arm's reach of an adult at all times, including in the water.
All persons 14 years of age and under (or any age if lifeguard feels it is necessary) may be asked by the lifeguards to demonstrate their swimming proficiency if they desire to swim in the deep section.
SWIM TEST POLICY: Swimmers must demonstrate proficient front stroke for at least 20 yards continuously, no stopping and/or feet touching the bottom. Only one test may be taken per person per day. Individuals who pass the swim test will be issued a wristband to be worn in deep section. A full list of the swim test policy and procedure is posted along the water's edge at the swim test area.
6. Lifeguards may clear the area at any time in case of an emergency (everyone out of the water or away from the beach). Twenty minute "safety checks" may be held at 1:00 pm, 3:00 pm, and 5:00 pm daily.
7. In the event of a storm or other adverse weather conditions, the beach will be closed by the person in charge. In the event of lightning or thunder, the water/sand/playground areas are cleared for 30 minutes.
8. Intoxicated persons will not be allowed to enter or to remain in the beach area.
9. Patrons shall obey the lifeguards at all times.
10. No animals allowed on the beach area during swimming hours, except for service animals.
11. Patrons must wear proper swimming attire (a swimming suit). Wet suits are allowed. Any clothing that impedes swimming ability will not be allowed.
12. Hanging on the buoys or buoy lines is prohibited.
13. Running dives are not allowed. Diving is permitted from designated rafts/diving boards only.
14. Scuba diving permitted in designated areas only – permit required.
15. No smoking is allowed within 40 feet of designated swimming and beach areas. There is also no smoking allowed in, or within a 40' feet radius of, buildings/beach houses.

RAFT/DIVING BOARD RULES

- Raft:
1. No running or pushing.
 2. No flips or back dives, forward entries only.
 3. No swimming under raft.

- Diving Board:
1. One person on diving board at a time.
 2. No flips or back dives, forward entries only.
 3. Must go off the end of the board.



**Waukesha County
Park System**

Waukesha County Park System
515 West Moreland Blvd., Room AC230
Waukesha, WI 53188
(262) 548-7801 (Administrative Office)
(262) 896-8071 (FAX)
Email: hglainyk@waukeshacounty.gov

**WAUKESHA COUNTY PARK SYSTEM BEACHES
GROUP RESERVATION REQUEST FORM**
(Please complete one form per date requested)

NAME OF GROUP _____

CONTACT PERSON _____

CELL PHONE NUMBER (for use the day of trip) _____

EMAIL ADDRESS _____

FAX NUMBER _____

MAILING ADDRESS _____

REQUESTED DATE OF VISIT _____

BEACH LOCATION (please pick one): Fox Brook Menomonee

APPROXIMATE TIME OF ARRIVAL TO BEACH AREA TO SWIM _____

APPROXIMATE TIME OF DEPARTURE FROM BEACH AREA _____

NUMBER OF CHILDREN IN GROUP _____

AGE RANGE OF CHILDREN _____

NUMBER OF ADULT CHAPERONES _____

***note ratios on General Information Form attached

SPECIAL NEEDS OR CONCERNS _____

As the designated group representative, I (we) understand and agree to comply with the conditions/information contained in the "General Information, Policies, and Procedures for Group Use of the Waukesha County Park System Staffed Beaches" and the "Waukesha County Park System Staffed Beach Rules" provided to me by Waukesha County Park System and accept responsibility for the supervision of the designated group while at the Waukesha County Beach Facility..

Applicant Signature _____

Date _____

OFFICE USE ONLY

DATE REC'D _____ BY: _____

COPY TO: ___ Park Program Specialist / ___ Head Lifeguard