

St. Andrews Parish Parks & Playground Commission
Policy Manual

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1. Any staff member employee who uses his/her break time to exercise at St. Andrew's Family Fitness *Plus!* will be allowed up to 1 ½ hours for break, instead of the normal ½ hour to 1 hour. Salaried employees will not be expected to work the extra ½ hour to make up for this extra time. Non-salaried employees will be paid ½ hour of the 1 ½ hour if his/her hour is spent exercising.
2. All staff members will be allowed to bring one guest per visit free of charge to St. Andrew's Family Fitness *Plus!* as long as they are exercising with their guest. This can be the same person each time or a different person. The only limit will be one person per day.
3. All employees who exercise at least two times per week for a period of six months will receive one paid shift (full-time employee will receive 8 hours, part-time employees will receive an average of hours worked per day). Employee must submit a computerized attendance report to the Human Resources Director by the 15th day of the month following the six consecutive months in or to be eligible.

Note: Employees must remember to scan their membership cards for each visit in order to be eligible for incentives.

Approved February 22, 2018