



## PRIVATE SWIM LESSON REQUEST FORM

Customer Information		
Date of Request:	Participant's Name:	Participant's Age:
Parent/Guardian:	Phone Number(s):	Email Address:
Are you a: <input type="checkbox"/> District Resident / <input type="checkbox"/> Non-Resident	Address:	City, State, Zip:

Swimmer Information
Has the participant ever taken swim lessons before? <input type="checkbox"/> Yes <input type="checkbox"/> No
What is the participant's current skill/ability level?
What are the overall goals you hope to achieve by participating in the Private Swim Lesson Program?
Are there any issues, concerns or accommodations that you'd like us to know about?
Do you have a specific instructor request?

Availability						
<i>Please indicate your general availability in the boxes below; note the more flexible you are, the faster we are able to assign you an instructor.</i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Current Private Swim Lesson Rates:	Private Swim Lesson Guidelines:
<b>Individual Lessons (30 minutes):</b> \$25 (D) / \$35 (ND) <b>5-Lesson Punch Card:</b> \$117 (D) / \$168 (ND) <b>10-Lesson Punch Card:</b> \$234 (D) / \$339 (ND)  <i>For semi-Private Rates (up to 4 swimmers), visit our website or see our Trail Guide.</i> <b><a href="http://www.trailsrecreationcenter.org">www.trailsrecreationcenter.org</a></b>	<ul style="list-style-type: none"> <li>You must check in with the Front Desk for <u>every</u> lesson.</li> <li>Participant is required to give instructor a copy of receipt obtained at the Front Desk prior to each lesson.</li> <li>Cancellations must be made at least 24 hours in advance.</li> <li>Additional details, guidelines and policies can be found on the back of this form.</li> </ul>

*I understand that this is a request only, and not a contract/guarantee of services.*

**Customer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ (OVER →)

Staff Use Only	
<b>LTS Coordinator:</b> <input type="checkbox"/> 72 Hour Follow-Up Completed by _____ on _____  <input type="checkbox"/> Placed with Instructor / Notes:	<b>Swim Instructor:</b> Assigned to: _____  Date of First Lesson: _____  Instructor Initials: _____



**Welcome to the Private Swim Lesson program at the Trails Recreation Center!**  
*Below you will find helpful information regarding our program.*

- Customers wishing to request Private or Semi-Private Swim Lessons are required to complete the Private Swim Lesson Request form (on the reverse side of this page).
- After your request is submitted, please allow up to *one week* for a member of the Aquatics staff to assign you an instructor and contact you to schedule your first lesson. Please note that we try to accommodate all customers as quickly as possible; however, you may be placed on a wait-list if a matching instructor is not available during the times indicated on your availability preferences.
- Whether you are paying for each individual lesson, or if you purchase a punch card package, you must check-in at the front desk for every lesson. You will receive two receipt slips; one copy is for you, and you must give the second copy to your instructor at the beginning of each lesson.
- Please help keep our pool clean by taking your child to the restroom and showering with warm, soapy water prior to entering the swimming pool. Individuals with long hair are encouraged to wear swim caps. Appropriate swimwear is required at all times.
- Due to lack of space in the Family Changing Area, we ask that all parents with young children under the age of five years old use the locker rooms, accompanied by an adult. For your safety, please wear shoes when walking through any other areas of the facility.
- Goggles are recommended, and may be worn during lessons. The instructor may, however, want you/your child to perform a skill without goggles.
- Private and Semi-Private Swim Lesson participants may swim thirty minutes before or after their lesson. All children 5 years and under must wear a red wrist band and be directly accompanied by an adult, within arm's reach at all times. Family and Friends who wish to use the pool must pay a regular admission fee at the Front Desk.
- **Cancellation Policy -**  
Should the need arise to cancel your private/semi-private lesson, 24 hours advance notice is required to your instructor OR by calling the Recreation Center at 303-269-8400. **If you cancel your lesson and fail to provide adequate notice, you will be charged for the session.** Participants who cancel more than three lessons in a row may lose their scheduled time slot and be re-scheduled, if an instructor is available.

Participant's Name: \_\_\_\_\_

Participant/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**If you have any questions, we are here to help!**

*APRD Aquatic Programs Coordinator:*  
**Kylie Rupe**  
303-269-8430 [kylieferupe@aprd.org](mailto:kylieferupe@aprd.org)

