



EAST STRATFORD RESIDENTIAL COMMUNITY ASSOCIATION, INC.

POOL, TENNIS / PICKLEBALL COURTS & POND FACILITY RULES AND REGULATIONS



The purpose of these Rules and Regulations is to promote the safe and orderly operation of the East Stratford Residential Community Association swimming pool. The safety and enjoyment of pool patrons depends on the reasonable conduct of each individual, appropriate parental supervision of children, and recognition of the Pool Manager's authority to enforce these rules.

Nothing in these rules is intended to reduce or replace parental responsibility for supervising their children. Non-swimmers and inexperienced swimmers require close and continuous supervision. Neither the Association nor Pool Management assumes responsibility for the supervision or safety of children or non-swimmers.

The Pool Manager and lifeguard staff have full authority over pool operations and enforcement of pool rules. The Pool Manager and lifeguards, are contractually responsible to the Board of Directors and should not receive operational direction from Association members. Questions, concerns, or complaints should be addressed in accordance with the process outlined in Section 12.

When the pool is scheduled to be closed for a special event, advance notice of the dates and times of the closure will be posted at the pool and on the East Stratford community website. The pool may also be closed periodically for maintenance, repairs, or inspections required by County or State officials.

This facility is provided for the enjoyment of the community. Please use it responsibly and help maintain a safe and pleasant environment for all residents and guests. Thank you for your cooperation.

CONTACTS

Association Management:

Sequoia Management Company, Inc.
4795 Meadow Wood Lane, Suite 300 W
Chantilly, Virginia 20151
(703) 803-9641

Pool Management:

Crystal Aquatics
4150 Lafayette Center Drive, Suite 300
Chantilly, VA 20151
(703) 488-9962

SECTION 1. RIGHTS TO USE THE SWIMMING POOL

- A. Every member of the East Stratford Residential Community Association who is in good standing shall have the right to use the community swimming pool and related facilities.
- B. Use of the community swimming pool constitutes agreement by all members and guests to comply with these Rules and Regulations.
- C. The right to use the pool may be suspended during any period in which any assessments or other charges against a member's lot remain unpaid, in accordance with Article VII, Section 1:8 of the Declaration for East Stratford.
- D. Any Association member who violates these Rules and Regulations, or any other Association rules or governing documents, including but not limited to Architectural Control Guidelines, Tennis Court Rules, or Clubhouse Rules, may have their pool privileges suspended for a period not to exceed sixty (60) days, pursuant to Section 1:8.

- E. All residents age four (4) and older who reside on the property must be registered in the Association's online pool pass system prior to using the pool. Members with special circumstances may submit a request for consideration to the Board of Directors at a regularly scheduled meeting. The Board of Directors will communicate its decision within forth-eight (48) hours following the meeting.

SECTION 2. ENFORCEMENT OF RULES

- A. The Pool Manager and lifeguard staff are responsible for the safe and orderly operation of the pool facility. Any matter requiring immediate action shall be directed to the Pool Manager. The Pool Manager or designated lifeguard on duty may require any individual to leave the pool enclosure for up to twenty-four (24) hours for violations of pool rules or unsafe behavior. Such actions shall be reported to the Property Manager & Board for further review and appropriate action.
- A. Serious, repeated, or ongoing violations of these Rules and regulations shall be reported to the Board of Directors and/or the Management Company for further action.
- B. Any Association member whose pool privileges have been suspended may appeal that suspension to the Board of Directors at its next regularly scheduled meeting.

SECTION 3. IDENTIFICATION

- A. For identification and admission purposes, all pool users must be registered on the Association's online/digital pool pass system prior to the opening pool season. Registration enables pool staff and lifeguards to verify membership before granting access to the facility. East Stratford Residential Community Association utilizes the MOKO digital pool pass system for resident registration and pool access. All eligible residents must complete registration before using the pool.

Additional information and a visual walkthrough of the registration process are available on the community website <https://eaststratfordhoa.com/> **Pool and Swim Team Information** under the **Amenities**.

To create a digital pool pass account for the primary account holder and household members, visit MOKO Pool Pass Registration <https://eaststratford.mokopass.com>.

After creating an account and verifying your email address, please allow several minutes for the system to update. Once the "Continue" button appears, the primary account holder may upload a photo and complete the required registration information. Approval of the primary account may take up to two (2) days. Once approved, an email notification will be sent. After approval, the primary account holder must log back into the system and add photos and information for all additional household members. All household members must be registered and approved prior to using the pool facilities.

SECTION 4. POOL/POOLHOUSE HOURS

Pool Hours

MEMORIAL DAY SATURDAY UNTIL CONCLUSION OF SCHOOL YEAR

Monday - Friday	5:00 p.m. - 8:30 p.m.
Saturday, Sunday, Holidays	11:30 a.m. – 7:30 p.m.

WHILE PUBLIC SCHOOLS ARE CLOSED

Daily and Holidays	11:30 a.m. - 7:30 p.m.
--------------------	------------------------

WHEN SCHOOL RETURNS TO SESSION, UNTIL LABOR DAY MONDAY

Monday - Friday	5:00 p.m. - 8:30 p.m.
Saturday, Sunday, Holidays	11:30 a.m. - 7:30 p.m.

*** Please be considerate of staff and other patrons. The pool, locker rooms, and all related facilities close promptly at the stated closing time. All residents and guests are expected to exit the facility accordingly***

SECTION 5. GUESTS

- A. Each adult pass holder may bring up to two (2) guests to the pool while accompanying them on site. Each adult guest may supervise up to three (3) guest children.
- B. Association members are responsible for the conduct of their guests and for any damage caused to community property by those guests. Failure to reimburse the Association for damages may result in suspension of pool privileges.

SECTION 6. RULES FOR CHILDREN

- A. To prevent excessive fatigue or chilling, children fifteen (15) years of age and younger must exit the main pool for a ten (10) rest period at the :30 minute mark of each hour, as directed by the lifeguard staff. This requirement does not apply during the final hour of pool operations.
- B. Children under fourteen (14) years of age must be accompanied into the pool area by a responsible person who remains within the pool enclosure at all times. A responsible person is defined as an individual eighteen (18) years of age or older. All non-swimmers, inexperienced swimmers, and novice swimmers must remain under close and attentive supervision, with the responsible person remaining within easy reaching distance at all times. Individuals under 18 years of age may not bring guests to the pool unless accompanied and supervised by a responsible person.
- C. For health and sanitation reasons, children who are not toilet trained must wear swim diapers specifically designed for pool use, covered by snug-fitting rubber or plastic pants, along with an appropriate bathing suit. Disposable diapers are strictly prohibited in all pools. Failure to comply with this policy may require temporary pool closure for extensive filtration and sanitation procedures. Disposable diapers must be discarded only in restroom trash receptacles prior to entering the pool area.
- D. Children who are unable to swim may not enter deep water unless under the close and direct supervision of a responsible person.

SECTION 7. HEALTH AND SANITATION

- A. Proper bathing attire is required at all times. All swimmers are required to shower before entering the pool. Cut-off shorts, street clothes, and other non-swim attire are prohibited. Only non-marking footwear or appropriate pool shoes are permitted on the pool deck area. Changing clothes on the pool deck is prohibited. All changing must occur in designated restroom facilities.
- B. Glass containers are prohibited within the fenced pool enclosure.
- C. Admission may be denied to anyone with colds, coughs, inflamed eyes, open wounds, infections, bandages, or any contagious condition. Residents and guests are expected to exercise good judgement and refrain from using the facility when ill.
- D. Pets are prohibited within the clubhouse, pool enclosure, and surrounding pool deck areas. Service animals, as defined by the Americans with Disabilities Act (ADA), are exempt from this restriction.
- E. All trash and refuse must be disposed of in designated receptacles.
- F. Spitting, spouting water, blowing one's nose in the pool, chewing gum, or engaging in similar unhygienic behavior is prohibited.
- G. Smoking, vaping, and the use of tobacco products are prohibited within the pool facility, clubhouse, and pool deck areas.

SECTION 8. WADING POOL

- A. No lifeguard is assigned to the wading pool. Children using the wading pool must be supervised at all times by a responsible person.
- B. Children over six (6) years of age are not permitted to use the wading pool.
- C. Disposable diapers are prohibited in the wading pool. Children who are not toilet trained must wear approved swim diapers covered by tight-fitting rubber or plastic pants and an appropriate bathing suit.
- D. A responsible person must remain within the wading pool enclosure while supervising children.

SECTION 9. POOL EQUIPMENT AND ACTIVITIES

- A. Permitted Equipment and Activities
The following items and activities are generally permitted, subject to Pool Manager discretion and safety conditions:
 - Goggles and swim masks
 - Children's water wings
 - Training fins
 - Swim-assist devices such as kickboards and pool noodles
 - Soft water-play balls smaller than twelve inches (12") in diameter
 - Squirt guns and small water toys used responsibly
 - Single-person floats and inner tubes that:
 - Are appropriately sized for the user
 - Do not interfere with swimmer safety or visibility
 - Are approved by the Pool Manager based on occupancy and conditions

B. Prohibited Pool Equipment & Activities

- Canoes, kayaks, or large flotation devices – unsafe in a public pool environment
- Hard balls (e.g., basketballs, footballs, water polo balls) pose risk of injury and disrupt lifeguard visibility.
- Soft balls larger than 12” in diameter – obstruct visibility and create safety hazards.
- Multiple-person floats, rafts, inner tubes, or inflatable toys - block lifeguard sightlines and create overcrowding.
- Any item deemed unsafe by lifeguards – at their full discretion.

C. Safety Rationale

- Lifeguard visibility: Large floats, balls, and oversized inflatables can block the lifeguard’s line of sight, preventing them from seeing struggling swimmers.
- Overcrowding hazards: Multi-person or oversized equipment reduces available swimming space, increasing collision risks and reducing maneuverability during emergencies.
- Injury prevention: Hard balls and large inflatables can strike swimmers, leading to potential injuries.
- Fair use of space: Smaller, single-user equipment ensures everyone can enjoy the pool without interference.

SECTION 10. INCLEMENT WEATHER POLICY

D. The safety of swimmers and staff is the highest priority. The following rules apply during inclement weather:

- Lightning or Thunder - At the first sound of thunder or sight of lightning, the pool and pool deck will be immediately cleared.
- Swimmers and guests must move to a safe, fully enclosed building or their vehicles. Sheltering under umbrellas, trees, or the pool pavilion is not permitted.
- The pool will remain closed for 30 minutes after the last sound of thunder or flash of lightning. Each new occurrence resets the 30-minute clock.
- Heavy Rain, Hail, or Severe Storm Conditions
- The pool will be cleared if heavy rain or hail significantly reduces the lifeguards’ visibility of the water or poses other safety hazards.
- The pool may reopen once conditions improve and lifeguards determine it is safe.
- Tornado Warnings or Extreme Weather Alerts - The pool and deck will be evacuated immediately. Guests should seek shelter in a safe location away from windows and open structures.
- Lifeguard Discretion - The Pool Manager and lifeguards on duty have the authority to close or reopen the pool at their discretion in response to changing weather conditions.
- All members and guests are expected to comply promptly with Pool Manager instructions for the safety of everyone.
- Pool re-opening is communicated via community-wide email and posted in the MOKO portal. The fountain will also be turned off based on pool closure and back on for pool opening.

SECTION 11. PARKING AND SPEED LIMIT

- A. The speed limit within the clubhouse and pool parking areas is five (5) miles per hour. Residents are encouraged to avoid street parking whenever possible.
- B. Vehicle maintenance and repairs are prohibited in the parking lot.
- C. Overnight or commuter parking is prohibited between 12:00 a.m. and 6:00 a.m. unless specifically authorized by the Board of Directors. Unauthorized vehicles may be towed at the owner's expense without further notice.
- D. Loitering on Association property after pool closing hours is prohibited

SECTION 12. Complaint Reporting Procedure

- A. Immediate Concerns
Concerns involving rule violations, unsafe behavior, or other immediate issues should first be reported directly to the Pool Manager on duty. The Pool Manager and lifeguard staff are authorized to address operational and safety concerns occurring during pool hours.
- B. Escalation of Concerns
If the Pool Manager is unable to resolve the concern, or if the complaint involves matters outside their authority (e.g., facility maintenance, lifeguard conduct, recurring issues), residents should submit a written report.
Reports must include:
 - If a concern is unresolved or involves matters beyond the Pool Manager's authority, residents should submit a written complaint including:
 - Date and time of the incident •
 - Description of the issue
 - Names of involved parties, if known
 - Actions already taken
- C. Formal Written Complaints
Written complaints should be submitted simultaneously to both:
 - The Community Management Company
 - The Pool Management Company This process ensures coordinated review and resolution of concerns involving operations, staffing, maintenance, or resident relations. Current contact information will be distributed at the beginning of each pool season and posted at the pool house.
- D. Follow-Up and Resolution
The Community Management Company will acknowledge receipt of complaints within one (1) business day and coordinate investigation with the Pool Management Company. A written response outlining findings or corrective action will be provided to the complainant.
- E. Emergencies
For emergencies involving injury, immediate danger, criminal activity, or unlawful conduct, residents should call 911 immediately.

SECTION 13. INTERPRETATION OF RULES

The Board of Directors retains final authority regarding the interpretation and enforcement of all pool rules and regulations. The Board may delegate operational interpretation and enforcement responsibilities to the Pool Committee, Pool Manager, Management Company, or other designated representatives as appropriate.

SECTION 14. TENNIS / PICKLE BALL COURT REGULATIONS

A. Court Access and Use

The tennis and pickleball courts are private facilities reserved exclusively for members in good standing of the East Stratford Homeowners Association ("Association") and their authorized guests. Unauthorized use or trespassing is prohibited. Access codes may be obtained through Sequoia Management Company. Owners or tenants who share the access code outside of their household, including through social media or other public means, may have their court access privileges revoked.

B. Court Etiquette

All players shall observe proper tennis and pickleball etiquette consistent with USTA standards.

C. Supervision of Minors

Children 15 and under must be accompanied by an adult member at all times.

D. Court Time Limits

Except during HOA-approved organized activities, such as tournaments or social events, court use is limited to two (2) consecutive hours. If another member is waiting to play, court use is limited to one (1) hour. The waiting member must remain at the court to enforce the rotation rule. Members wishing to organize tournaments or social events must obtain prior approval and scheduling through Sequoia Management Company.

E. Court Identification

Court #1 is the court closest to the pool house. Court #2 is the court farthest from the pool house.

F. Instruction and Commercial Use

Members may hire individuals, including tennis professionals, for private instruction. No member, owner, or guest may use the courts for compensated instruction for more than two (2) hours per day without prior written approval from the HOA Board. The Board reserves the right to revoke this privilege at any time. Violations may result in suspension or loss of membership privileges.

G. Court Capacity

No more than four (4) individuals may occupy a court at one time.

H. Permitted Activities

Tennis courts are designated for tennis only, and pickleball courts are designated for pickleball only. All other activities are prohibited.

I. Prohibited Equipment and Items

Bicycles, roller skates, roller blades, skateboards, baby carriages, playpens, and radios are prohibited on the courts.

J. Climbing Prohibited

Climbing on court fences, nets, structures, or surrounding landscaping is prohibited.

K. Appropriate Attire

Proper court attire, including flat-soled, non-marking tennis shoes, is required. Hard-soled shoes, cleats, jogging shoes, and soccer shoes are prohibited.

L. Food and Beverages

Glass containers, alcoholic beverages, and food are prohibited on the courts.

M. Cleanliness

Users are responsible for removing all trash, debris, and personal belongings upon leaving the courts.

N. Pets

Pets are prohibited on the courts at all times.

O. Reporting Damage

Any damage to the court surface, nets, gates, fences, or related facilities should be reported promptly to Sequoia Management Company at [\(703\) 803-9641](tel:7038039641).

P. Enforcement

Compliance with these rules is essential to ensure enjoyment of the facilities by all residents. Violations may result in suspension of membership privileges. Violations should be reported to Sequoia Management Company.

SECTION 15. POND FACILITY REGULATIONS

Q. Purpose of the Pond Facility

The pond facility is a private amenity intended for the aesthetic enjoyment of East Stratford residents. The pond also serves as a Best Management Practice (BMP) facility designed to reduce the impact of pollutants and stormwater runoff on local waterways. It supports regional environmental restoration efforts involving the Potomac River and Chesapeake Bay. Proper maintenance of the facility is essential and represents a significant expense to the HOA in preserving both its environmental function and aesthetic value.

R. Prohibited Activities

For safety reasons, the following activities are strictly prohibited within or around the pond facility, including the metal catwalk to the primary intake structure:

- Swimming
- Wading
- Boating
- Ice skating
- Sledding
- Feeding geese or other waterfowl
- Entering or trespassing in the water

Violations may result in charges of up to \$200.

S. Throwing Objects into the Pond

Throwing rocks, trash, or debris into the pond is strictly prohibited. Violations may result in charges of up to \$200.

T. Fishing

The pond is stocked with fish for the enjoyment of HOA residents. Fishing is permitted for HOA owners only and is strictly catch-and-release.

SECTION 16. GENERAL

A. Protection of HOA Property

Association facilities, including buildings, decorations, signage, equipment, trees, landscaping, and other property, are valuable community assets. Willful destruction or damage to Association property infringes upon the rights and investments of all members. Costs associated with damage will be charged to the responsible party.

B. Trash Disposal

Trash and litter must be disposed of in designated receptacles. Residents are encouraged to help keep Association facilities clean.

C. Food Consumption

Food and refreshments may only be consumed in designated areas.

D. Law Enforcement Authority

The Leesburg Police Department is authorized to enter HOA facilities at any time and exercise the same authority as in any public place.

E. Conduct

Use of profanity or offensive language may result in removal from the premises.

F. Board Authority

The East Stratford Board of Directors shall have authority to address situations not specifically covered within these rules and regulations. The Board also reserves the right to amend, add, or remove rules as deemed necessary for the benefit of the Association.

G. Complaints and Concerns

All complaints or concerns regarding the pool, tennis courts, or their management must be submitted in writing to:

East Stratford Residential Community Association
c/o Sequoia Management Company
4795 Meadow Wood Lane, Suite 300 W
Chantilly, VA 20151

Email – shannon@sequoiamgmt.com