



The Academy Lounge

Rules and Regulations

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SECTION I: GENERAL

1. The Academy Lounge

- 1.1 It is the objectives of the Academy to foster a spirit of co-operation among medical practitioners, and facilitate the exchange of information and ideas in relation to all aspects of the art and science of medicine and matters connected with the medical profession. To meet these objectives, the Academy Council agreed to establish an Academy Lounge to provide facilities for its Fellows to relax in a harmonious setting to nurture the spirit of medical and dental friendship.
- 1.2 The term “The Academy Lounge” in this document refers to all areas on the 3rd Floor of the Hong Kong Academy of Medicine Jockey Club Building, including the library, fitness centre, sauna room, massage room, and Fellows Garden.

Telephone Number: 2871 8737

2. Opening Hours

- 2.1 The opening hours are as follows:
- | | |
|-------------------------|---------------|
| Monday to Saturday | 12:00 – 21:00 |
| Sunday & Public Holiday | 09:00 – 21:00 |
- 2.2 The Academy may, at its discretion, change the opening hours from time to time.
- 2.3 The Academy reserves the right to close or temporarily suspend any of the facilities or services for safety reason, special events, repair, or maintenance at any time without giving prior notice.

3. Typhoon /Black Rainstorm Warning

- 3.1 The Lounge will be closed when typhoon signal No. 8 (or above) is hoisted or the Black Rainstorm warning is in force.
- 3.2 When typhoon is leaving Hong Kong and signal No. 3 or lower is hoisted or when the Black Rainstorm warning is cancelled:
- before 17:00, the Lounge will resume normal operation two hours after such announcement is made by the Hong Kong Observatory.
 - at or after 17:00, the Lounge will not open on the same day.

4. Eligible Users

- 4.1 Eligible Users of the Academy Lounge:
- Academy Fellows/members, and family members holding a supplementary HKAM Credit Card
 - Stanley Ho Guest Residents
 - Academy and College staff holding valid staff ID card
- 4.2 Users are required to produce their Academy Cards (Fellowship Card, HKAM Credit Card, Guest Residence or Staff ID Card) upon request by any Lounge staff. The Academy cards must not be lent to or allowed to be used by any other persons.
- 4.3 The Academy reserves the right not to allow one to use the Academy Lounge if he/she does not comply with the house rules for use of the facilities at the Academy Lounge.

5. Children

- 5.1 Children under the age of 14, when using any facilities, must be accompanied by their parents, guardian or by an adult who must be eligible users of the Academy Lounge.

- 5.2 Eligible users of the Lounge are responsible for the safety and conduct of their children while they are in the Academy Lounge and must monitor their children's behaviour to ensure they are not in physical danger and are not acting in an unruly manner.
- 5.3 A child at the age of 5 or above should use changing room of his/her gender.

6. Guests

- 6.1 All guests must be accompanied by his host who must be an eligible user of the Academy Lounge when using any facility.
- 6.2 Eligible users who invite guests to the Academy Lounge shall be responsible for the conduct of their guests at the Academy Lounge.

7. Dress

- 7.1 Users are requested to dress appropriately when in the Academy Lounge.

8. Safety/First-Aid

- 8.1 First-aid boxes can be obtained at the Lounge Reception.
- 8.2 Users are responsible for their own safety when using the facilities at the Academy Lounge.
- 8.3 The Academy and staff will have no liability or responsibility for occurrence of any accident or injury to users, in any part of the Academy Lounge, whether or not such accident or injury is caused by the negligence of the Academy, the Academy staff or any other authorized person.

9. General Rules

- 9.1 All users, while at the Academy Lounge, are requested to observe and obey all Rules & Regulations of the Academy Lounge.
- 9.2 Users are requested to be considerate and courteous to other users using the facilities of the Academy Lounge at the same time.
- 9.3 A facility may only be used for the purpose provided, and may not be used for any other purpose except with the prior approval of the Lounge Manager.
- 9.4 No gambling or game of chance in any form shall be allowed at the Academy Lounge except in the designated areas where such game can be played without any cash transaction.
- 9.5 No cameras, video cameras, musical instruments, wireless sets or other sound reproducing devices shall be played or operated at the Academy Lounge without the permission of the Lounge Manager.
- 9.6 No animals shall be brought onto the Academy Lounge.
- 9.7 Towels, books, magazines, newspapers and any other property cannot be removed away from the Academy Lounge.
- 9.8 No person shall sleep at the Academy Lounge.
- 9.9 No money or gratuity should be given to any employee of the Academy Lounge under any pretext.
- 9.10 The Academy reserves the right to charge a user of the Academy Lounge for any damage to or loss of any utensils, equipment and other property caused by the user or his guests.
- 9.11 No outside food or beverages can be brought into the Academy Lounge for consumption.
- 9.12 Alcoholic beverages will not be served to persons under the age of 18 years.

10. Lost and Found

- 10.1 Users should take care of their own belongings. The Academy and its staff will not be responsible for any loss or damage to personal property brought into the Academy Lounge. Users are advised not to bring valuable items into the Academy Lounge.
- 10.2 Any article found on Academy Lounge will be kept at the front desk for a period of one month. Thereafter all unclaimed items will be sent to the Academy management for further action.

SECTION II: FACILITIES & SERVICES

11. Changing Room

- 11.1 For both safety and hygienic reasons, please do not stand on the bench.
- 11.2 Please do not waste water. Washing clothes in the changing room is not allowed.
- 11.3 Please do not litter and please help keep the changing room clean.
- 11.4 Please do not throw hand towels into the water closets
- 11.5 To avoid any inconvenience caused to other users, please do not leave clothes inside the shower cubicles.
- 11.6 The hair dryers inside the changing room should be used for drying hair only.

12. Private Functions

- 12.1 Private functions can be arranged, subject to prior booking.
- 12.2 Minimum guarantee on consumption amount and/or venue fees will apply to private functions.
- 12.3 Cancellation of bookings will be subject to booking rules of the Academy Lounge prevailing at the time of booking.

13. Fitness Centre

- 13.1 Juniors below the age of 18, when using the Fitness Centre, must be accompanied by an Academy Fellow.
- 13.2 The use of any equipment in the Fitness Centre is limited to 45 minutes, if other users are waiting to use the same equipment.
- 13.3 Sportswear and rubber-soled shoes must be worn when entering the Fitness Centre.
- 13.4 No food and drinks (except water) are allowed in the Fitness Centre.
- 13.5 Users are recommended to do proper warm up before exercise.
- 13.5 Users should consult the Lounge staff should they have doubt on how to use any fitness equipment. Any damage to the equipment should immediately be reported to Lounge staff, and the users causing such damage will be responsible for the repairing and/or replacement cost for the damaged equipment.
- 13.6 Persons with heart disease, poor blood circulation, skin disease, infectious and contagious disease, or under the influence of drugs/alcohol or physically unfit should not use the Fitness Centre.

14. Library

- 14.1 Please keep quiet and do not use mobile phones while inside the Library.
- 14.2 No food and drinks shall be brought into the room.
- 14.3 Please return any reading materials (books/journals/magazines/newspapers) to its original place for the conveniences of the other readers. No reading material is

- allowed to be taken away from the Library.
- 14.4 Please do not cut any article or content from the reading materials.
 - 14.5 Please take only one reading material at any one time.
 - 14.6 The use of computers in Library is limited to 30 minutes, if other users are waiting to use computers.
 - 14.7 Please do not gain access to the pornographic and obscene web sites while using computers in the Library.

15. VIP Room

- 15.1 Users who want to use the VIP room for private functions must make advance booking with the Lounge staff.

16. Sauna

- 16.1 Sauna Room will be opened upon advance booking only. Users who wish to use the service should call the Academy Lounge at least one hour before they use the sauna.
- 16.2 Juniors below the age of 18 when using the Sauna Room, must be accompanied by an Academy Fellow.
- 16.3 Please take shower before using the sauna.
- 16.4 No slippers, shoes, stockings etc. are allowed to be worn inside the Sauna Room.
- 16.5 For safety reason, users are advised not to stay alone and stay too long in the Sauna Room.
- 16.6 Persons suffering from high blood pressure, heart diseases or having consumed alcoholic drinks, taking drug are advised not to use the sauna.
- 16.7 Persons who are pregnant are not allowed to use the sauna.
- 16.8 Persons after a heavy meal or strenuous exercise should avoid using the sauna.
- 16.9 No eating is permitted inside the Sauna Room.
- 16.10 Any damage to the fittings should be reported to the Lounge staff immediately, and the user causing such damage will be responsible for the repairing and/or replacement cost for the damage fittings.
- 16.11 Washing or drying of clothes is not permitted in the Sauna Room.

17. Barbecue Services (at the Fellows Garden)

- 17.1 Advance booking is required.
- 17.2 Users are required to extinguish all stove fires before leaving.
- 17.3 Barbecue foods cannot be brought into the indoor areas of the Academy Lounge.

The Academy reserves the right to amend the above rules and regulations without prior notice.