

# NOTTINGHAM FOREST CLUB MEMBER HANDBOOK

Revised and Approved  
May 2022



# NOTTINGHAM FOREST CLUB - MEMBER HANDBOOK

Revised and Approved May 2022

## TABLE OF CONTENTS

<b>Overview</b>	<b>3</b>
<b>Membership Dues / Member Expectations / Guest Policy</b>	<b>4</b>
<b>Club Communication / Club Social Organizations / Security</b>	<b>5</b>
<b>Clubhouse</b>	
<b>Rentals</b>	<b>6</b>
<b>Swimming Pool</b>	
<b>Hours / Pool Tags / Clubhouse Courtesies</b>	<b>7</b>
<b>Swim Team / Pool Area Rentals / Pool Rules</b>	<b>8</b>
<b>Slide and Diving Board Rules</b>	<b>9</b>
<b>Baby Pool / Inclement Weather</b>	<b>10</b>
<b>Tennis Courts</b>	<b>11</b>
<b>Court Hours / Rules</b>	
<b>Nottingham Forest Club Park</b>	<b>12</b>
<b>Park Hours / Rules</b>	
<b>Basketball / Pickleball / Sport Court</b>	<b>13</b>
<b>Court Hours / Rules</b>	
<b>Parking Lot and Parking</b>	<b>14</b>

# Nottingham Forest Club Member Handbook

## OVERVIEW

Nottingham Forest Club is a private west Houston neighborhood club serving Nottingham Forest and Ashford Forest residents. Located at 325 Kickerillo Dr. Houston, TX 77079, it is owned and operated by Nottingham Forest Civic Association (NFCA). NF Club Members are residents of Nottingham Forest and Ashford Forest in good standing, and non-resident dues-paying members. The NFCA Board meets the last Wednesday of every month at the Clubhouse. Meeting agendas and minutes are available through the neighborhood website: <http://www.nottinghamforesthouston.org>

The NFC Club Committee represents the many neighborhood and social organizations in Nottingham Forest. Approved by NFCA's Board of Trustees, the Club Committee oversees Nottingham Forest Club operations, events and activities. Day-to-day management is handled by a full-time Club Manager. Social events and seasonal activities are organized for members throughout the year. An emailed newsletter is distributed quarterly to all NF Club members detailing upcoming activities and programs. In addition to these community-building events, neighborhood social clubs meet regularly at the clubhouse.

**The NF Clubhouse and business office are located at 325 Kickerillo Dr. Houston, TX 77079. Phone: 281-497-0550 Website: [www.nottinghamforesthouston.org](http://www.nottinghamforesthouston.org)**

**Nottingham Forest Club is a tobacco/smoke free property: smoking, vaping and tobacco chewing are prohibited.**

## **MEMBERSHIP DUES**

NFC membership dues for residents of Nottingham Forest and Ashford Forest (north of the bayou) are included in their annual homeowners' association assessments. Non-resident members are billed annually at the beginning of every calendar year. Member fees are past-due after January 31 and a homeowner penalty will be assessed. Residents will not be considered "in good standing" until the full annual assessment is paid. Non-resident members will be in good standing upon payment of their annual membership fees. Homeowner assessments are billed by Crest Management of Houston: 281-579-0761; non-resident dues are billed by the NFC Office. For the boundaries of NF Club resident members, contact the NFC Office Manager.

## **MEMBER EXPECTATIONS**

Nottingham Forest Club members and their guests assume personal responsibility for all conduct and behavior while on Club property and using Club facilities. Failure to abide by NFC rules may subject members or their guests to a review of member privileges, including termination of membership rights.

## **GUEST POLICY**

Guests are invited to experience Nottingham Forest Club only when accompanied by a member whose household address is in good standing with NFCA. Each member household is allowed to bring four (4) guests free of charge each day (collectively, "Daily Guest Allowance") to the pool, tennis courts, and park. The sport court guest policy has been suspended until further notice. These guidelines are per address, not per family member of each household. Member privileges are not extended to adult children, grandparents and other family members not residing at the address of record.

A guest fee of \$10 per guest will be collected at the pool during pool season for each guest in excess of the Daily Guest Allowance. Members are limited of four (4) additional guests each day for a total of eight (8) -- four free and four charged guest fees. Fees may be paid with cash or personal check at the NFC Office; payment envelopes will be on hand in the event the office manager is unavailable. Venmo bank transfers are also an option: @NFClub

## **CLUB COMMUNICATION**

An emailed newsletter is distributed quarterly to all NF Club members detailing upcoming activities and programs. Neighborhood social clubs meet regularly at the clubhouse and maintain their own member communication lists. The NFC Facebook page also posts upcoming community-building NFC events. If you are not receiving email communication from NFC, please notify the Office Manager at [nfclub@sbcglobal.net](mailto:nfclub@sbcglobal.net).

## **CLUB SOCIAL ORGANIZATIONS**

The Nottingham Forest Club Committee and neighborhood social organizations coordinate special events on a volunteer basis throughout the year. Events include a Chili Cook-Off, BBQ Tailgating contest, Turkey Trot Fun Run, and Snow Day in the Park. NFC social groups currently include:

- Mom's Club
- Women's Club
- Tennis Group
- Dad's Club
- Swim Team

For more information about any of these organizations go to the Nottingham Forest website: [www.nottinghamforesthouston.org](http://www.nottinghamforesthouston.org)

## **SECURITY**

The Nottingham Forest Club property and facilities are patrolled by Harris County Constables. The electronic gate to the property opens at 5:00AM and closes at 11:00PM each day. Please notify the Constables if you see unsafe or illegal activity on Club property: 281-463-6666.

## NOTTINGHAM FOREST CLUBHOUSE

Nottingham Forest's clubhouse is a 2,880 sq. ft facility on 10.5 forested acres overlooking the swimming pool and tennis courts. The furnished space is a venue for birthday and anniversary parties, weddings, receptions, marketplaces, corporate meetings and events. A rental includes exclusive access to the interior of the clubhouse (accommodating up to 100 guests), as well as the manicured front lawn and the clubhouse porches. Separate men's and women's restrooms located inside the clubhouse are accessible to renters and all members on the property. The club's parking lot offers 76 regular and 3 handicap accessible spaces and is also accessible to the renters and all members on the property.

## RENTALS

The NFC clubhouse, pool areas and park are available for private party rentals. For rates and availability contact Club Manager Stephanie Savage at: 281-497-0550 or [nfclub@sbcglobal.net](mailto:nfclub@sbcglobal.net)

The clubhouse offers the following features:

- 100 folding chairs
  - Fifteen (15) 6-foot rectangle tables
  - Eight (8) 5-foot round tables
  - Five (5) 32" round tall tables
  - Interior furnishings
  - 2 interior 65" wall mounted TVs with HDMI capability for slide presentations
  - Interior speakers with Auxiliary adaptor for your playlist
  - ION portable Bluetooth Party Loudspeaker with wireless microphone & stand
  - Free Wi-Fi access (internet access: ATTkesYfi2; password: nfc325nfc)
  - Satellite TV
  - Apple TV
  - Commercial ice maker\*
  - Stand-alone refrigerator\*
  - 2 microwaves\*
  - Snack bar access for prepping and staging
  - Hand truck/dolly
- \*These will be shared with the snack bar during pool season

## CLUBHOUSE RESTROOMS

Men's and women's separate restroom facilities are open year-round to NFC members and their guests. An access code for outside entry will be given to all NFC members upon request.

- The restrooms are maintained by the contracted Lifeguards during summer pool hours; however, members are asked to help keep them clean and tidy by wiping down the sinks and tossing trash in the bin.
- No pets allowed

## **NOTTINGHAM FOREST CLUB POOL**

The large 3-section unheated NFC swimming pool is open during the summer months. Lifeguards are on duty during all pool hours. Seasonal Club-sponsored pool parties are organized for members, including Summer Kick-Off, 4<sup>th</sup> of July and “dive-in” movies. The summer league swim team is for members’ children ages 4-18.

The NFC pool offers the following amenities:

- Waterpark-style slide in the shallow section
- 25-yard lap pool with six lanes
- Diving well with two diving boards
- Baby pool
- Covered gazebo
- Shaded wooden deck with picnic tables
- Multiple tables with umbrellas
- Snack bar

## **HOURS**

The pool is open from May through September; specific dates and hours of operation can be found on the Nottingham Forest home page: <http://www.nottinghamforesthouston.org>

## **POOL TAGS and GUESTS**

Pool tags are issued to family members of each address on record; families may pick up their pool tags at the NFC Office before the start of each pool season. Members will acknowledge that they have read and agree to the *2020 NFC Member Handbook* and *NFC Pool Rules* when they receive their pool tags.

All club members must present their pool tag and sign the NFC Member Log upon entering the Club. Guests must be accompanied by a member in good standing and must abide by all Club rules. All guests will be recorded in the NFC Member Log.

## CLUBHOUSE COURTESIES

The NFC Clubhouse is an asset of the NFCA, enjoyed by members and their guests. To keep the Clubhouse in top condition, we ask members and guests observe the following:

- Children under the age of 11 must be accompanied by an adult inside the Clubhouse
- No wet bathing suits are allowed in the banquet area of the Clubhouse
- Shoes must be worn at all times inside the banquet area of the Clubhouse
- No balls or play equipment of any kind are allowed inside the Clubhouse

## SWIM TEAM

The Nottingham Forest Sharks Swim Team is a member of the Memorial Spring Branch Swim Conference. Swim team members are ages 4 to 18. Practices are in May and meets are in June. The NF Club pool closes at 3:00PM on days of home swim meets, 2-3 days each summer. Registration opens in March. Details of our summer league swim team can be found on the NF Swim Team website: <https://www.nfswimteam.com>

## POOL AREA RENTALS

Pool party rentals are available. Guest lists are enforced for these rentals. Pool parties must be arranged in advance to ensure safe staffing of Lifeguards. For more information, contact the NF Club Manager at 281-497-0550 or [nfclub@sbcglobal.net](mailto:nfclub@sbcglobal.net)

**Member Pool Celebration:** The NFC recognizes that Members enjoy the pool for many celebratory occasions. However, if a Club Member chooses **not to make a pool party reservation** with NFC for their event, the Member remains subject to the everyday guidelines and restrictions of this Handbook, including the NFC Guest Policy and limitations involving capacity (i.e. 1 in and 1 out when necessary).

## POOL RULES

Lifeguards enforce the pool rules and have sole discretion to remove a member from the pool area for a violation of pool rules. Any complaint with a lifeguard should be submitted in writing to the NF Club Manager by email to [nfclub@sbcglobal.net](mailto:nfclub@sbcglobal.net). Comments should not be directed to the lifeguard **unless** the complaint involves immediate safety.

- Members must present a valid pool tag at the gate and sign in upon entry
- Members must follow the "Guest Policy" outlined in this member handbook
- Children under the age of 11 must be accompanied by an adult (18 years or older)

[NFC Pool Rules cont]



- No running, fighting, profanity, or horseplay
- Appropriate swim wear is required, no street clothes in the pool
- Children in diapers must wear swim diapers
- No diving in the shallow areas
- No hanging on lane lines
- No large inflatable floats -- the only floats/flotation devices allowed in the pool are: infant flotation devices, arm floaties, life jackets, and puddle jumpers. Pool noodles are allowed
- No food or drink allowed in the pool
- No pets are allowed inside the pool gate
- No glassware or glass bottles anywhere on the pool deck
- A 10-minute "adult swim" will be called by Lifeguards at :50 of each hour; children are not allowed in the pool during this time
- No smoking, vaping, or tobacco products allow in the pool area or on NF Club property

#### **WATERSLIDE RULES**

- One person at a time on the slide, including the ladder
- Sliders must wait at the base of the ladder, forming one line, until the next person ahead has started to slide
- Slide feet first in a sitting position or lying on the back
- Keep arms and feet inside the flume
- Swim away from the splash down area immediately
- Do not stop sliding mid-slide
- Pregnant women and riders with heart or back conditions should not use the slide
- "Doubles" are permitted only with child and parent
- No goggles, no personal flotation devices on the waterslide

#### **DIVING BOARD RULES**

- Divers must be able to swim unassisted to the side of the pool; swim tests will be administered at the Lifeguards' discretion
- One diver at a time; only one bounce per dive
- Wait until the previous diver has cleared the landing area
- Jump straight out from diving board (no jumping to the side)
- After a dive, swimmers must go directly to the nearest edge or ladder
- No goggles on the diving board
- No personal flotation devices on the diving board

[NFC Diving Board Rules cont]

- No running on the diving boards
- No hanging on the diving boards
- Diving area may be closed at the discretion of the Lifeguards

### **BABY POOL**

- THE BABY POOL IS NOT MONITORED BY LIFEGUARDS
- Parents are responsible for watching their child(ren) in the baby pool
- Parents must be within arm's reach of their child(ren) in the baby pool
- No children older than 4 years are allowed in the baby pool

### **INCLEMENT WEATHER**

- Lifeguards are trained to follow Red Cross weather protocol and will blow the whistle to exit the pool for thunder or lightning
- During a call for thunder and/or lightening, all members must exit the pool *and* pool area (i.e. under cover outside the gate)
- Re-entry after a storm call will be 30 minutes after the last heard thunder or seen lightening
- Lifeguards will determine when it is safe to re-enter the pool

## TENNIS COURTS

The NFC tennis courts are open to Nottingham Forest Club members year-round (weather permitting). The five outdoor hard courts are fenced and lighted for nighttime play. Fun and competitive tennis leagues play at the NFC courts; new members are encouraged to attend the social neighborhood tennis nights. Professional tennis instruction is available upon request. Keith Burford, Tennis Pro: 713-240-2424 or [keithburford@att.net](mailto:keithburford@att.net)

## COURT RESERVATIONS

Approved members can make court reservations or check the court calendar using the Skedda app or <http://nfclub.skedda.com>.

To register, send an email to [nfclub@sbcglobal.net](mailto:nfclub@sbcglobal.net) with your name and address. Once approved, you will get an invitation from Skedda to complete the registration process by creating a username and password.

## COURT HOURS

6:00AM to 10:00PM, weather permitting

## RULES

- Members must follow the “Guest Policy” outlined in this member handbook
- Tennis courts are for tennis & pickleball play only
- An unofficial court reservation system is posted on the bulletin board at the entrance to the courts
- The last players of the night must turn off the court lights
- Trash must be removed before leaving the courts
- No pets allowed on the tennis courts
- No skateboards on the tennis courts
- Members and their guests assume personal responsibility for safety and may be subject to loss of member privileges for failure to abide by the rules

## **NOTTINGHAM FOREST CLUB PLAYGROUND PARK**

The park is open year-round from sunrise to sunset for members of Nottingham Forest Club. Featuring a towering climbing fort and two swing sets, the 5-acre park is enjoyed by neighborhood play groups and is a favorite venue for school parties and birthday parties (for young and old!). To help maintain a clean sanitary play space for our neighbors' children, pets must be on a leash at all times and owners must pick up after them.

The NFC park offers the following amenities:

- Playground equipment
- Swings
- Picnic tables
- Forest for exploring

### **PARK RULES**

- Members must follow the "Guest Policy" outlined in this member handbook
- Please clean up all trash; bins are positioned around the park
- No vehicles in the park
- Houston City leash laws apply to pets in Nottingham Forest Club Park

### **PARK RENTAL INFORMATION**

Contact the Nottingham Forest Club Office Manager: 281-497-0550

## **BASKETBALL SPORT COURT**

The NFC basketball court is open to NF Club members year-round from 6:00AM to 10:00PM. The fenced area features an outdoor lighted basketball court with adjustable height rims. Availability is on a first-come, first-served basis. Access to the court is limited; the passcode can be obtained by contacting the office.

## **SPORT COURT NOW OFFERS PICKLEBALL**

The NFC has added pickleball lines to our sport court to accommodate players between the hours of 8:00 – 10 am.

## **RULES**

- The guest policy has been suspended until further notice, members only
- The court is available on a first-come, first-served basis (no reservations)
- If two groups are playing, each should take half of the court
- No profanity or fighting
- No hanging on rims
- Trash must be removed after use
- No food allowed on court
- No skateboards on the basketball courts
- Members and their guests assume personal responsibility for safety and may be subject to a loss of member privileges for failure to abide by the rules

## PARKING LOT and PARKING

The Nottingham Forest Club parking lot is an extension of the Clubhouse for social activities and rentals. There are 76 standard vehicle spaces and 3 handicap accessible parking spaces. Rules set for NFC properties and facilities also apply to activities and events staged at the parking lot.

During high-attendance events such as club member socials, private weddings and swim meets, an established parking guideline may be required. *No Parking on this side of the street* signs may be positioned on either the north side or south side of Kickerillo to restrict parking to a single side of the street. These signs may be placed on NF neighborhood front lawns. Contact the NFC Office Manager for details: 281-497-0550.

The parking lot is a place to park vehicles only. Please use designated play areas (park, basketball and tennis courts, etc.) for activities in a safe environment.

