

## Revised Tower Climb Policies

Tower climbs are a wonderful way to bring people together to experience a different view of campus and the landscape of Durham. Tower climbs may be scheduled only during weekdays from 10:30 a.m. to 4:00 p.m. (with the last climb starting at 3:30 p.m.), and not on university holidays.

**It is requested that tower climbs are scheduled at least 10 days in advance.** All scheduling is at the discretion of the Chapel.

1. Only full-time Duke University employees, on university business, may schedule a Chapel tower climb. The person scheduling the tower climb may do so only by agreeing and adhering to the following conditions:
2. All Chapel tower climbs must be scheduled and supervised by one or more full-time member of Duke faculty or staff, who is referred to as the “Responsible Party(ies).” The Responsible Party(ies) must review the rules set forth herein, advising group members of the rules, and enforcing the rules with group members. The Responsible Party(ies) shall supervise the climbers while they are on the Chapel tower roof and while they remain in line. The Responsible Party(ies) will also ensure that their group enters the Chapel quietly.
3. Tower climbs may be scheduled only during weekdays, excluding university holidays, from 10:30 a.m. to 4:00 p.m., with the last climb starting at 3:30 p.m. All scheduling is at the discretion of the Chapel.
  - a. In the summer months (June 1 to August 1), tower climbs may only be scheduled from 10:30 a.m. to 12:30 p.m. (with the last climb starting at 12:00 noon)
  - b. In the winter months (December 1 to February 28), tower climbs may only be scheduled from 1:00 p.m. to 4:00 p.m.
4. Each tower climb will be limited to 30 minutes. No more than fifteen (15) persons will be allowed on the Chapel tower roof at one time. A minimum of three (3) people must participate in a tower climb.
5. All groups exceeding fifteen (15) participants will be required to break up into groups of fifteen (15) or fewer for each tower climb. Each climb must have a Responsible Party(ies) supervising the climbers.
  - a. Groups exceeding thirty (30) participants will be considered a Large Group Tower Climb and must be run by the Responsible Party(ies)’ department. The department is required to have at least two (2) Duke employees and one (1) volunteer supervise the Large Group Tower Climb.
  - b. Large Group Tower Climbs must be scheduled at least two (2) weeks in advance.

6. A valid departmental fund code is required for a tower climb. It will be charged only if the Chapel incurs costs, such as for cleaning or repairs, as a result of the climb.
7. Participants in tower climbs must be at least 16 years old.
8. Non-Duke affiliates may participate in a tower climb sponsored by a Duke department. By providing a fund code, the Duke department takes full responsibility for all participants, including those who are not affiliated with the university.
9. During inclement weather (e.g., snow, rain, or high winds) and extreme temperatures (below 40 F° or above 85 F°), the tower will be closed and existing reservations during that time will be suspended. Rescheduling of these climbs is permitted.
10. To receive confirmation of their tower climb reservation, the Responsible Party(ies) shall sign the Tower Climb Reservation Form, certifying that he or she has reviewed this document and is willing to follow these rules:
  - a. The stairs are circular, narrow, and steep, without handrails at certain parts. Participants climb at their own risk. The Responsible Party(ies) will ensure that all participants receive and read the Individual Climber Liability Form. On the day of the climb, all participants must sign a waiver at the Chapel front desk before the group can ascend the tower.
  - b. The Responsible Party(ies) will carry a mobile phone and provide the number at the bottom of this document. In case of an emergency, the Responsible Party(ies) will call Duke Police at 919-684-2444 and the Chapel front desk at 919-681-9488.
  - c. No one who appears to be under the influence of alcohol or controlled substances shall be permitted to climb the Chapel tower stairs. No alcohol or controlled substances may be consumed or used while climbers are waiting in line, during the actual ascent and descent of the Chapel tower stairs or while the climbers remain on the tower roof.
  - d. The Responsible Party(ies) will ensure that climbers have appropriate footwear (closed-back) that is safe for the climb (e.g., no high heels, flip-flops, or loose-fitting footwear).
  - e. Book bags and large bags are prohibited. Food is also not permitted in the tower, but water bottles are allowed. These items may be left in the back pew of the Chapel at the risk of the owner.
  - f. Please refrain from running up or down the steps and touching or grabbing onto any of the light fixtures in the tower stairwell.
  - g. Climbers must keep at least three (3) to four (4) steps between them and the person in front of them while ascending and descending the staircase.

- h. There are four doorways that will be passed before the entrance to the top of the tower. These doors are locked and are not accessible to climbers.
- 11. After the climb, the Responsible Party(ies) will certify to the Chapel Visitor Relations staff member on duty that all who have ascended the Chapel tower stairs have descended and exited the tower.
- 12. The Responsible Party(ies) will report any damage or potentially unsafe conditions they notice to the Chapel Visitor Relations staff.