

Field Policy - Addendum to Policy Manual section 3.03

Winter Policies

- Winter season defined as November 1 – March 1
- Mandatory pre-season meeting in November with coaches and Sponsor Organization representatives.
 - Coaches will be required to sign consent to policy form.
- Soccer teams training with full sized goals & all games default to the Elementary field as their primary field
- No games scheduled November 1-March 1 before 11:00am.
- The game schedule needs to be approved by Parks Department staff **prior** to distribution to parents.
- Fields will be closed for a minimum of 2 days following any snow accumulation that covers the field.

Select Teams

- All select teams require a separate application and will pay \$50/month, paid in advance, for up to three field uses a week. This fee will not be prorated if fields are not available for the entire month.
- The applicant for the select team will be the point of contact (POC) for all communication. In most cases the POC should be the coach. If it is anyone other than the coach, preapproval is required.

General Policies

- Field decisions on location and availability made by SWPRD staff are final and not negotiable.
 - The SWPRD reserves the right to suspend field availability at any time during periods of inclement weather and for necessary field maintenance or improvement projects.
- All Sponsor Organizations must identify one or at most two representatives that communicate with SWPRD staff. If the representative(s) are unavailable, they need to appoint a temporary contact person.
- All concerns or questions initiated by coaches, parents or volunteers directed to SWPRD staff go through the Sponsor Organization representative(s) only or the SWPRD Director. With the exception of a select teams POC.
 - Field use may be revoked if there is persistent badgering, harassment, or negative communication from any volunteer or persons connected to the Sponsor Organization or person in charge of rental.
- Charges will be incurred for unauthorized or unscheduled use
 - In the event of a significant violation, access to SWPRD parks and facilities may be curtailed or restricted in accordance with the District Conduct Policy
 - Anyone who refuses to leave the park when instructed by staff may have their access to SWPRD parks and facilities terminated in accordance with the District Conduct Policy
- All fee based private instruction on the sports fields requires an application and payment.
 - If anyone accesses the on-site storage units for the purpose of unauthorized private instruction, the sponsoring organization will be notified and if that individual is associated with their association, they will be expected to address the issue and if needed revoke access from that individual.
- High school soccer teams will primarily use the elementary soccer field for practices. As a guiding principle, U14, U15 and U17 teams will be scheduled at the elementary field.
- All regular field user groups must turn in applications annually, which includes a Certificate of Insurance and confirmation that background checks have been completed on all volunteers.
- Groups of more than 10 people that meet regularly must apply for field use to the SWPRD.
- No more than 100 users in the park from one user group at a time. Scheduling should allow for gaps so that large groups are not scheduled back-to-back to prevent parking and septic issues.

- Parks staff will strive to give at least 48 hours' notice when a change or cancellation of a field occurs. There will be times when staff will give less notice due to weather or circumstances beyond their control. When this happens, staff will notify user representatives as soon as possible.

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