CLUB SPORTS COMPLEX

Purpose: Policies and procedures relevant to the operations of the Club Sports Complexes including day-to- day and special event operations.

Scope: Facility Operations Staff

Policy:

I. CLUB SPORTS COMPLEX
a. Access to the Club Sports Complex is reserved to qualified Competitive Sports teams and groups provided for by Competitive Sports;

b. Informal access to the Club Sports Complex is strictly prohibited;

c. Parking at the Club Sports Complex is limited to the allocated paved spots;

i. Vehicle access to the field is strictly prohibited;

d. The following are prohibited:

i. Firearms and explosives;
ii. Alcoholic beverages and intoxicated persons;
iii. Weapons;
iv. Illegal drugs and tobacco products;
v. Any activity or equipment that may damage the facility, including but not limited to: archery, golf, egg toss, food, and tug of war;
vi. Littering;
vii. Glass containers;
viii. Open Flames including candles and grills
ix. Pets on fields with the exception of service animals.

e. Field is subject to closure under the following conditions:

i. Inclement Weather (i.e. rain, sleet, ice, snow, etc.);
ii. Rest and/or rotation of the fields;
iii. Field repair and maintenance.

Procedures:

I. CLUB SPORTS COMPLEX – OPENING AND CLOSING
a. Opening Procedures

i. Upon arrival flip sign to ‘Fields Open’;
ii. Retrieve the complex M89 key from the lockbox at the gate. Unlock and roll back the gate.
iii. Unlock the complex facility and restrooms;
1. Check facility for cleanliness and stock bathrooms as needed
2. Check that ice machine is working properly
iv. Set-up a table, AED and First-Aid kit for Competitive Sports check-in and supervision;
v. Walk field checking for dangerous debris and trash on field;
v. Remove facility trash as needed
vii. If applicable, turn on field lights

b. Closing Procedure

i. Return all facility equipment to storage;
ii. Check facility restrooms for cleanliness and stock bathrooms as needed;
iii. If applicable, turn off field lights;
iv. Lock all facility doors and restrooms;
v. Close and lock the main gate and return the complex M89 key to the lockbox.
vi. Upon leaving, lock the facility gate and flip sign to ‘Fields Closed’;

c. Winter Procedure

i. Turn on facility water at the beginning of operating hours by turning master valve to be parallel with the pipe;
ii. Turn off facility water at the end of operating hours by turning master valve to be perpendicular with the pipe;
iii. Check restrooms, plumbing and faucets for leaks;
iv. If necessary, clear pipes of ice accumulation.