

REC SPORTS COMPLEX

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

Scope: Satellite Operations Staff and Managers

Policy:

- I. RECREATIONAL SPORTS COMPLEX
 - a. Normal operating hours include all hours between sunrise and sunset.
 - b. Field space is open for informal recreation unless otherwise reserved for academic, university or third-party programming.
 - c. Vehicles are not allowed on fields for purposes outside of Game Day Parking or Special Event needs.
 - d. All groups must comply with the request of Recreational Sports Staff, especially during the situation of medical emergency or severe weather.
 - e. The following are prohibited from the fields:
 - 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.
 - f. Dogs must be on a leash in provided areas.
 - g. Parking at the Recreational Sports Complex is subject to the restrictions established by UGA Parking Services.
 - h. Fields are 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
 - i. Field Closure is posted on the UGA Recreational Sports website and updated as necessary.

Procedures:

II. RECREATIONAL SPORTS COMPLEX-GAME DAY OPERATIONS

- a. The Recreational Sports Complex closes for public use by 5pm the day prior to any home UGA Football game until 12pm the day following;
- b. Field gates should be locked with university-issued M89 locks;
- c. Tennis and pickleball gates should be locked with padlock and chain;
- d. Facility bathrooms should be locked prior closure and re-open;
- e. Field water boxes should be covered and clearly marked with traffic cones;
- f. Prior to re-open, all fields should be swept for possible dangerous debris and trash.

III. RECREATIONAL SPORTS COMPLEX-OPENING

- a. If not already, unlock the Rec Sport Building at the complex;
- b. Perform an initial round of the complex, looking for:
 - i. Initial patron count;
 - ii. Safe field conditions (e.g. no standing water, unexpected field damage, etc.)
 - iii. Check fields for trash;
 - iv. Check for water leaks along complex road and around complex buildings;
 - v. Check facility restrooms, ensuring they are clean and properly stocked.
- c. If applicable, check Competitive Sports schedule and perform set-ups 45 minutes prior to the start time of each program on each field;
- d. If applicable, provide a table, 5-gallon water cooler, ice, ice bags, AED, and First-Aid kit for Competitive Sports practice(s).

IV. CLOSING

- a. Complete breakdown all of Competitive Sports / Special Event programming equipment including tables, chairs, coolers, field markers, pylons, and scoreboards;
- b. Check fields for trash; lock up all goals in their respective locations; clear the fields and courts of any miscellaneous chairs or items;
- c. Check facility restrooms for cleanliness;
- d. Return lost & found to complex storage;
 - i. Valuables should be returned to the Ramsey Student Center and provided to facility managers;

- e. Return utility vehicles to Rec Sport building and turn off;
 - f. Remove all personal trash from Rec Sport building and check for cleanliness within the building;
 - g. Lock the Rec Sport building and return keys to the batting cage office.
- V. RECREATIONAL SPORTS COMPLEX-SEVERE WEATHER
- a. Lightning
 - i. Monitor weather conditions using the Weatherbug App on the department iPad and the NWS weather radio in the Fieldhouse;
 - ii. Lightning proximity limit is 8 miles;
 - iii. In situation of lightning, clear all fields and move patrons to their vehicles or Intramural Field Parking Deck, Tennis Pavilion or Rec Building restrooms;
 - iv. Lightning delay is a 30-minute delay;
 - v. Delay re-starts with each additional lightning strike.
 - b. Tornado
 - i. Tornado warning indicates that a tornado has been seen in the surrounding area(s);
 - ii. Clear all fields and advise patrons to move to a Severe Weather Safety facility (e.g. Intramural Fields Parking Deck, Tennis Pavilion and Restrooms);
 - 1. In the situation of hail, sleet or snow the Recreational Sports Complex is closed and should be clear of patrons.