

## Lawrenceburg Community Sports Complex Facility Rules

### **General Rules:**

- \*No Pets
- \*No knives, firearms or explosives
- \*No loud threatening language
- \*No hitting into the fences
- \*No tobacco products
- \*No individuals under 14 years of age to be in the scorers area
- \*No vehicles, including ATV or off road vehicles, located except in the designated areas.

### **Hours of Operations**

Summer Hours (June 1 – Aug 31)	8:00am	to	11:00pm
Fall/Winter Hours	8:00am	to	10:00pm

### **Scheduling of fields**

Any group may request use of the fields by submitting a written request to the CAP board. A minimum of three weeks notice is required for all requests. Request forms may be picked up from Lawrenceburg Conservatory District or retrieved off of the CAP's website. Each request will be reviewed to determine the feasibility, appropriateness, and fee for the usage.

A copy of the request with the decision will be returned. A deposit may be required. If approved, there will be a contract signed by the group along with a certificate showing you have been approved for what dates, what fields and times to use the fields.

If necessary a planning meeting between the event organizers and the necessary representatives from the CAP Board will be scheduled.

A manager/supervisor may be assigned to the event based on the nature and scope of activities planned. In the absence of an assigned manager, the person requesting the reservation will be responsible for the security and safety of participants and spectators by adhering to the safety considerations. These items specifically relate to inclement weather including lightening conditions as well as unsuitable field conditions. Campus or city police can be immediately contacted by dialing 911.

## **Wet Field Conditions**

Sport Complex does not provide chemical drying of fields and wet infields will not be used wet.

LCD have final say in the closing or opening of a field. Reasonable efforts will be made to make fields playable under wet conditions. There will be times when one or more fields may be closed while another field(s) remain open.

When a field is closed, whether the gates are locked or not, teams are not permitted to gain access to any portion of the field by any means. Doing so may cause forfeiture of field use for the remainder of the season.

- Monday through Friday Park Attendant will meet late afternoon to discuss playing conditions. Park attendant will meet with appropriate program personnel (intramural sports, club sports, special events, etc.) to make this decision.
- Assigned field and/or site managers will have the responsibility of determining whether or not to start activities after 5:00 p.m. on weekends and at other times.
- Full time staff members for the program areas involved will consult with the assigned supervisor during nights and weekends as requested. The assigned field and/or site managers have the responsibility to cancel activity due to weather conditions or noticeable field damage after play has started.
- In the event of an impending electrical storm, the fields will be cleared. Use of the fields is prohibited when lightning is in the vicinity. Additionally, a flash-to-bang of 30 seconds should be used to suspend activity. This means once an individual sees lightning they will start counting (1-one thousand, 2-one thousand, 3-one thousand, etc.) and if they hear thunder before they get to 30 they suspend play. Play at a minimum will be suspended for a length of 30 minutes after the last sign of lightning/thunder.
- In the event of a lighting storm teams/individuals should seek a fully enclosed building. The second choice is a fully enclosed vehicle.

## **Security/Safety**

1. Restrooms will be opened Monday through Friday in the late afternoon and as necessary to accommodate departmental programs by the park attendant. The park attendant will close the restrooms at dusk unless intramural sports are utilizing the facility. Intramural sports staff will close the facilities at the conclusion of their activities.
2. Each program area will be responsible for opening and closing the restrooms on weekends.
3. Each program area will be responsible for opening and closing of restrooms if their activity does not fall within the designated hours for Monday through Friday or during school breaks such as fall break, etc. Each program area is responsible for periodically checking restrooms while their activities are in progress.
4. Bicycles and skateboards are not allowed on the fields.
5. Park attendant or concession stand manager are responsible for enforcing general policies stated above.

## **Housekeeping**

1. Restrooms will be cleaned each morning by the facilities maintenance employee.
2. Report any problems with the field house, restrooms or grounds can be reported thru the website or by calling the LCD at 812-537-5721.
3. It will be the responsibility of each program area to check/clean restrooms adequately during course of their activity. Nightly checks are expected.

## **Facility Management**

1. Play will be limited after 10:00 p.m.
2. Participants are expected to assist in clean-up after play. Please coordinate clean-up with groups under your supervision.
3. Litter pickup on playing fields will be the responsibility of the group using the fields.

## **Fee Schedule**

At this time there is not a fee schedule. This will be determined on a case by case basis.