

## Administrative Regulation

### Athletic Fields, Playgrounds

#### Availability for Recreational Use

Each elementary and intermediate school campus playground shall be opened for recreational activities when school is not in session and such use is not inconsistent with and does not interfere with or prevent a scheduled school related activity, in accordance with the Civic Center Act. High school campus facilities which are amenable to community recreational activities (i.e. tennis courts, handball courts, outdoor basketball courts, running track, and open playgrounds) shall be made available when such use does not interfere with or prevent a scheduled school related activity. When it is feasible to lock building areas and still provide access to open playground areas, that procedure shall be employed. If such an arrangement is not feasible at a school site, at least one walk-in gate shall remain open to permit access to the school's playgrounds.

#### Facility Assignment

Athletic fields and/or facilities to be utilized by any organized youth group or youth sports league shall be assigned by school location as well as individual field located at each site requested. Field assignments shall reflect past history of use, participation data, and facility preference by representatives of those youth athletic leagues located within the school district. The final authority for such field assignments, however, shall remain with the Board of Education, or its designated representative.

It shall be the intent of the Board of Education where feasible that field assignments reflect the following priority preference.

1. Elementary school (K-6) fields will be reserved for elementary age youth sports groups, i.e. Little League baseball, AYSO soccer, Pop Warner football. Softball leagues, regardless of age level served, may also be permitted use of an elementary school facility when that use does not restrict or prevent use by an elementary age sports activity.
2. Intermediate school (7-8) fields will be reserved for those youth sports groups that require a longer base path or a larger playing field, i.e. Little League Senior Division, Pony League, Older Age AYSO teams, etc.
3. High school athletic fields will be reserved for high school age sports teams and/or leagues.

Athletic or recreational competition, regardless of age level served, may be assigned to any school site where the field of play requires no modification and where such an assignment does not prevent use by teams as prioritized above.

#### Regulations and Prohibitions

In addition to those general regulations and prohibitions listed in administrative regulation 3135.3, the following regulations and prohibitions govern any use of district playgrounds or athletic fields.

1. Nothing permanent, i.e. buildings, storage areas, fencing, poles, backstops, snack bar, etc. shall be constructed or placed on any school property unless written authorization has been issued by the district's business office.
2. No alteration or modification shall be made to any playground or athletic field surface without PRIOR written approval from the district's business office, i.e. grass skinning, adding brick dust or crushed granite, moving existing bleachers, erecting bleachers, seeding grass, etc. Routine field maintenance, however, may be performed for the safety of participants, i.e. dragging an infield surface, filling low spots, cutting down a small high spot, etc.
4. Temporary facilities may, with prior written approval of the school's site administrator and district representative, be added to a school site when such additions do not interfere with the school's physical education or recreation activities, i.e. portable outfield fence, portable toilet, portable snack bar, etc.

NOTE: A ship storage container used as a storage unit is not considered portable. Unpermitted use of storage containers is not authorized on school premises (e.g., use as a snack bar, meeting place, changing area).

4. Game and practice times and dates must be organized to permit watering, mowing, and maintenance of playgrounds and athletic fields during the district's normal work schedule, as determined by the district.
5. Automobiles or other motor vehicle devices shall not be driven or parked on any school playground or athletic field at any time, unless an ingress, egress exists for that specific purpose or prior authorization for temporary use has been issued by the school's site administrator.

6. All athletic fields, playgrounds, or open space, including spectator areas and authorized toilet facilities, must be cleaned of all paper, food-drink containers, glass, food, and other debris prior to the permit holder vacating the premises after each daily use. Restrooms, where authorized shall be left clean and sanitary.
7. Any damage, graffiti, or theft to school facilities, equipment or surfaces which occurs during the authorized use of same shall be reported by the permit holder to the school's site administrator or the district's Community Services Office by the first district working day following the awareness of such damage, graffiti, or theft. Failure to report may result in revocation of the permit.
8. Bicycles brought onto a school premise by participants or attendees shall be parked in bicycle racks. No bicycle riding is permitted on athletic fields or open playgrounds.
9. All athletic teams, involving participants under the age of eighteen (18), must be supervised by a responsible adult who is present before entering or using the school facility. No team issued a facility use permit may use or enter any facility until the school's athletic or recreational activities have terminated for the day. This regulation does not preclude occasional recreational play by individuals or unorganized groups when school is not in session or on weekends.
10. No school-owned athletic equipment or supplies shall be loaned to any non-school related youth or adult sports team or league unless such use has been authorized, in advance and in writing, by the school district and the specific equipment identified, i.e. scoreboard or public address system associated with a stadium or gymnasium.
11. Nominal rental fees will be assessed for the use of a district athletic field or playground, excluding the district's designated athletic stadiums, by sports teams or leagues organized for elementary, intermediate, or high school age participants. The cost of preparing fields or other services requiring district employees will be billed to the permit holder making the request. Refer to Section 3135.9 for the schedule of fees.
12. Any conflicts or complaints regarding times allotted or field assignments shall be referred to the district's Community Services Office for investigation and resolution.

Bathroom Facilities

Recognized youth and adult sports organizations may be issued a permit to use available toilet facilities for its participants and attendees. The issuance of a bathroom use permit shall require that the following conditions be fulfilled:

1. The restroom requested is located and accessible in that its use does not permit access to buildings or premises that would otherwise be fenced and off limits to users.
2. A fee for an on-site custodian will be assessed at \$50 per hour for a minimum of 3 hours.
3. If access to a district bathroom is not available to an approved permit holder, the permit holder shall arrange for the availability of one or more portable toilet units for use by participants and attendees. The specific location and placement of any portable toilet unit must be approved by the school's site administrator in writing PRIOR to its delivery. Portable toilet units associated with weekend use of a facility shall be delivered after 3:00 p.m. on Friday ~~no earlier than one school day~~ before use and removed prior to the first day of school after the authorized date(s) on the facility use permit, unless written authorization has been granted by the district's Community Services Office to extend such placement at the school site.

Re: EC Sections 10902, 10912, 38130-38138

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