

P. V. U. S. D. COMMUNITY EDUCATION FIELD USER GROUP REGULATIONS

Please read the following procedures carefully and make certain that all your group are familiar with them. Your cooperation will aid us in keeping the sites as safe and clean as possible.

An insurance certificate, showing proof of insurance for a minimum of 1 million (\$1,000,000) dollars combined single-limit bodily injury and property damage liability, must be submitted to and approved by the District before the facility may be used. The certificate must list PVUSD as additional insured.

1. All activities must be under competent adult supervision at ALL TIMES.
2. No physical changes or initial construction work on the fields can be done without:
 - a. Field Improvement Request Form (obtained at and returned to Community Education).
 - b. knowledge and approval of the school principal.
 - c. Facilities and Construction Department.

Examples of physical changes are:

- a. fill dirt, fertilizer, soil conditioner, trees, backstops, goal posts, fences, signs, etc. to be added to field.
- b. no tampering with sprinkler systems.
- c. all playing field must have a 10 foot access.
- d. marking of lines on fields must be done with biodegradable paints.

Preparation of school premises for community activities shall not interfere in any way with the school site or programs.

3. Applicant using facilities shall be responsible for payment for or replacement of any district equipment that is damaged.
4. No playing fields will be scheduled for usage on Sundays.
5. Fields will **NOT** be used when wet. The department of Facilities and Construction will determine usage on rainy days. Call **867-5121** after 12:00 noon for conditions. **PLEASE DO NOT CALL THE OFFICE.**
6. **ABSOLUTELY** no automobiles, motorcycles or vehicles of any kind will be permitted on school grounds, except in designated parking areas.
7. **ABSOLUTELY** no alcoholic beverages, non-prescriptive drugs or glass containers are to be dispensed and/or used on school grounds.
8. **ABSOLUTELY** no animals allowed on school grounds.
9. **ALL FIELD TRASH** containers must be emptied, garbage bagged and deposited in the school dumpsters or hauled away after each event. This includes trash on the ground around the can. (Failure to do this will result in Community Education hiring a custodian at the group's expense.)
10. All **restrooms** must be cleaned and trash removed. (Failure to do this will result in Community Education hiring a custodian at the group's expense.)
11. Keys to gates, lights, restrooms, and snack bar will be issued by Community Education and need to be returned at the end of your season. Keys are not to be duplicated. (Please remember to lock gates and restrooms when leaving)
12. All activities will be terminated by 9:45pm. Lights will be turned off at 10:00pm sharp.
13. The use of PA systems and bullhorns must meet city ordinance.
14. Schools with new grass will have no use the first year.
15. Utility and field charges will be billed by the Community Education Office at the end of your season and are due at that time.