

CITY OF SOMERSET PARKS & RECREATION DEPARTMENT

The mission of the Somerset Parks & Recreation Department is to ensure that all members of our community benefit from programs and facilities developed by the Somerset Parks & Recreation Department. The Parks Committee is committed to serving the total community through the programs and facilities of this department.

POLICIES & PROCEDURES

A. Activity area at Rocky Hollow Recreation Center are defined as: gymnasium, walking track, and aerobics room.

1. Aerobics classes, sport programs and any community education programs have priority in areas of the facility.

2. A track pass and ID is required by all individuals who use the walking and running track if user fee is enacted.

3. Recreational sports staff will be responsible for maintaining a safe environment in the Rocky Hollow facility during open recreation hours. Workers are trained to handle emergencies, answer questions, report complaints, and solve routine problems.

4. All participants and staff must abide by all policies established for the use of the facilities. Participants are expected to be responsible, courteous and respectful of all participants and staff. Failure to comply with the rules and regulations of the facility will cause a user to lose program privileges.

5. Proper dress is required at all times. Non-marking gym shoes must be worn by all participants at all times. Clothing that is not worn during activity, such as sweats, jackets and/or hats, is not allowed in activity areas. Lockers and coat racks are provided in dressing rooms and coat areas to store all personal belongings. We are not responsible for lost or stolen items.

6. Clothing with exposed rivets or zippers is not allowed.

7. Tank tops, tee shirts, etc. must be worn at all times.

8. Any jewelry worn must be that which does not pose a danger to self or other participants. Staff members have the authority to instruct participants to remove jewelry that is perceived to be dangerous.

9. Physical or verbal abuse will not be tolerated.

10. No food or drinks will be allowed in non approved areas.

11. The use of tobacco, alcohol, or drugs in any form is prohibited in all areas.

A. Use of alcohol and drugs of any form at park facilities is cause for dismissal from all programs and prosecution under the full extent of the law.

B. A smoking section is available outside the building.

12. Gum chewing is not allowed in our activity areas.

13. No dunking or hanging on rims or nets.

14. All injuries must be reported to the staff immediately. An accident report will be filled out and a determination will be recommended as to further care or assistance.

15. Somerset Parks & Recreation Department is not responsible for injuries or accidents that may occur during recreation hours or during participation in programs sponsored by the department.

16. Special arrangements must be made through the recreation office for children under the age of sixteen (16) to use upstairs area.

17. No full court basketball games.

18. No doo-rags allowed on park grounds.

***Game rooms, gym time, and exercise equipment will be available at various times at no cost to the individual. Structured programs will have priority at our facility and are not to be interrupted for individual recreational use.

SOMERSET PARKS & RECREATION CODE OF CONDUCT

I. PARTICIPANT BEHAVIOR

A. Any player verbally abusing, charging at and/or **making physical contact with a youth sports official **before, during, or after a contest will be suspended for 2 **to 5 games.

B. Any player striking a youth sports official at any **time will be banned from all programs for a minimum of 1 year.

II. COACHES BEHAVIOR

A. Any coach verbally abusing, with profanity or other intolerable language, charging at and/or making physical contact with a youth sports official or youth player before, during, or after a contest will be banned from programs for one year.

B. Any coach striking a youth sports official at any time will be banned from all parks & recreation activities and prosecuted for a criminal act.

III. FAN AND PARENT BEHAVIOR

A. Any fan or parent verbally abusing, charging at and/or making contact with a youth sports official will be suspended from further game attendance.

B. Any fan or parent striking a youth sports official will be prosecuted for a criminal act.

IV. NO ALCOHOLIC BEVERAGES WILL BE ALLOWED ON PARK PROPERTY.

V. NO FIREARMS WILL BE ALLOWED ON PARK PROPERTY.

SOMERSET PARKS & RECREATION ADMINISTRATIVE OFFICIALS CAN AND WILL ENFORCE THIS CODE OF CONDUCT!!!

All Parks & Recreation facilities are maintained and upgraded as needed to assure that they will be at a level and of a standard in accordance with the quality established by the Parks Department. Appropriate budgets may be changed to maintain this standard.

Proper security of the facilities is the responsibility of the individual user. All authorized personnel permitted to use the facilities are responsible for reporting any misuse of facilities by unauthorized persons. Bicycles, skateboards, and roller blades are not permitted in the Rocky Hollow Center.

Any dispute arising over use of the facilities are to be decided by the Director of Parks.

TEAM PLACEMENT POLICIES FOR SOMERSET PARKS & RECREATION ATHLETIC LEAGUE

The policies of Somerset Parks & Recreation Department will be three fold. The first two of which will be combined and shall be classified as Recreational and Instructional leagues. The third being Competitive leagues. A very large group of parents and children participate in our programs and recreational and instructional programs. Others are highly competitive and the two factions do not mix.

Baseball has tee-ball and coach's pitch for recreation, Cal Ripken and Babe Ruth baseball for competitors. Basketball at Rocky Hollow will be recreational and instructional, with AAU basketball being for competition segment. As with football, baseball, and basketball, our soccer programs should also be split into recreational and competitive.

The following team placement policies shall be put in place for every athletic league offered by the Somerset Parks & Recreation Department.

RECREATIONAL AND INSTRUCTIONAL PLAYER ASSIGNMENT

1. The team formation process will be random in nature. "Special" requests by players, coaches, or parents for specific team assignments is prohibited.
2. Criteria for player assignment will include NO consideration for the ability of the player or the relative strength of the team.
3. All forms of recruiting, invitations, and try-outs are specifically prohibited at the recreational level. Coaches will have no direct input into, or involvement with assignment of players to their respective team other than their respective children.
4. Deliberate creation of single birth year teams is prohibited. Team formation procedures will avoid assignment of a disproportionate number of players with the same birth year to the same team.
5. Minimum half game playing time is mandatory for all teams in recreational and instructional play.
6. Geographical requests will be taken into consideration by the Parks & Recreation executive staff only.

7. Refund policy is as follows: There will be a due certificate issued for participation in another program at a later date. This mean no refunds unless unusual conditions exist.

8. Parks & Recreation Code of Conduct will be in effect for these leagues.

9. Somerset Parks & Recreation Department, at their discretion , will provide facilities for Cal Ripken baseball, AAU basketball, and (*KYSA*) soccer. These leagues are competitive. Parents and interested individuals must elect their own board of directors and provide their own funding to form these leagues.

10. Somerset Parks & Recreation Staff will determine age divisions and actual game rules for all recreational and instructional activities. Competitive leagues will follow guidelines of their respective organizations.

RESERVATION POLICIES

1. All reservation requests must be filed:

A. At least two weeks in advance of the date requested: One month in advance if the request is a special event.

B. By an officer or a director of a registered club organization.

2. Facilities reservations will be reviewed within 48 hours unless:

A. The request is submitted on Friday.

B. Approvals are needed from Program Director for tournaments.

C. It is a special event requiring assistance from Facilities Maintenance and the Somerset Police Department.

3. Special Event Planning:

A. Discuss setup requirements

B. Line up appropriate number of police.

C. Pay for all charges before the event or as arranged.

4. No Horseplay is permitted:

A. All users of the Recreational Facilities are expected to responsible, courteous and safety conscious at all times. Disorderly conduct will not be tolerated and violator will be subject to arrest.

B. Facility supervisors have full authority to ask participants to leave the facility if the participants conduct is unacceptable. Failure to abide by the rules and regulations established by the Parks Dept. may cause a facility user to lose privileges.

C. No food or drink is allowed in the facilities except in designated areas and all waste shall be disposed of properly.

D. Any organization renting Rocky Hollow or Somersport shall

*not charge admission fees or sell any item unless approved by the Parks and Recreation Administration.

OUTSIDE OF FACILITY

1. SMOKING AREA WILL BE DESIGNATED.
2. ABSOLUTELY ZERO LITTERING - VIOLATORS WILL BE SUBJECT TO PENALTIES.
3. PARKING IN DESIGNATED AREA ONLY.
4. FIVE HANDICAPPED SPACES ARE MARKED.
5. PICNIC AREAS SHOULD BE THOROUGHLY CLEANED AND TRASH PUT IN PROPER CONTAINERS.
6. FIRE ESCAPES ARE FOR EMERGENCY USE ONLY. PLEASE KEEP OFF EXCEPT FOR AN EMERGENCY.
7. PROGRAMS FOR ROCKY HOLLOW OUTSIDE WILL BE SCHEDULED BY PARK STAFF.