

# **Crawford High School Field Use Policy**

May 26, 2015

## **Field Use Policy**

This Field Use Policy is intended to address the specific needs of Crawford High School (CHS), recognizing the proximity of the school to residences and the impact of school activities upon the surrounding community. The policies stated herein operate under the umbrella of Administrative Procedure 9229, pertaining to the use of San Diego Unified School District (District) athletic fields and lighted stadiums; which establishes district-wide procedures applicable to all District sites. Use of CHS facilities by non-district groups is also subject to District Administrative Procedure 9205, pertaining to use of District facilities under the Civic Center Act.

The use of the term “year” in this Field Use Policy starts July 1<sup>st</sup> and ends June 30<sup>th</sup>.

The use of the term “lighted event” in this Field Use Policy is defined as any use and/or activity held at the stadium with field lighting where the stadium lights are illuminated or remain illuminated past 7:30 p.m. any day of the week.

## **Field Use General Rules**

1. CHS facilities shall be used primarily for the benefit of students attending CHS.
2. CHS facilities may be made available to outside persons or community groups only when, and to the extent, it will not interfere with school programs or the orderly operation of the campus.
3. In considering whether to allow other schools, outside persons or community groups to use CHS facilities, consideration shall be given to the likely number of attendees, whether there is adequate parking to support the proposed use, and whether sufficient measures can be employed to minimize adverse impacts to the campus and the surrounding community. Consideration shall also be given to the cumulative impacts of successive events and lighted events on the community so that there shall be no more than 25 lighted events throughout the year. Other than for maintenance purposes, each time the lights come on, or remain on, after 7:30 p.m. counts as a lighted use of the field, qualifies as a lighted event, and counts toward the maximum of 25 lighted events per year.
4. Outside groups, including community groups, who are authorized to use CHS facilities, shall be required to do so in a manner that is respectful to the campus and the surrounding community, and shall be required to provide security, custodial services, and traffic control as needed to ensure orderly and respectful operation of the field or stadium use. The site administrator and/or his or her designee, and/or the District’s Rentals Office, may impose specific requirements for security, custodial services, traffic control and/or other services or conditions deemed necessary at the District’s sole discretion for proper management of the event/activity.

5. Unless specifically authorized by the Principal as an exception to this general rule, and publicized to the El Cerrito community; outside groups shall not be authorized to enter the campus prior to 8:00 a.m. on any day of the week. Groups authorized by the Principal to enter and use the fields or track prior to 8:00 a.m. on weekends must be respectful of neighbors, and may not interfere with neighbor's rights to peaceful weekends and the quiet and privacy of their homes.
6. Restrictions on noisemakers shall be consistent with CIF rules, which provide as follows. No noisemakers (horns, bells, victory bells, sirens, chimes, musical instruments other than those in the band, etc.) will be permitted inside the gymnasium, stadium or playing fields at any CIF San Diego Section contest (non-league, league, tournament or playoff). Cheering devices such as wooden blocks, or other similar objects, are prohibited. Megaphones shall be used only by uniformed cheerleaders for the purpose of directing and controlling rooting sections. The improper use of any of the above-listed devices by supporters of a team would subject that team to possible forfeiture of the contest. Outside persons or groups shall not be permitted to utilize the public address (PA) system, except when specifically authorized by the school, and subject to time and manner restrictions deemed necessary to limit adverse impact on the residents of the surrounding community. Even with such authorization, the PA system may be used by outside groups for the sole purpose of announcing the event or activity. The PA system is not to be used for play action announcing, advertisements or for cheerleading. Outside persons or groups are prohibited from using alternative sound amplification systems.
7. Outside persons or groups using the stadium shall be limited to no more than 1,000 participants and spectators for any single-event day. The field may be used on Saturdays and Sundays in a manner consistent with this Field Use Policy. The District will issue field usage instructions to outside groups consistent with this policy.
8. Field-usage rules will be enforced for all users.
9. The PA system shall not be used for practices or before 8:00 a.m.
10. Only school-approved music will be played over the PA system at any time and only at a reasonable volume.
11. A phone number and email address will be published on Crawford's website to accommodate receipt of field-usage complaints for the main purpose of timely resolution of issues.
12. The use of high-intensity, generator-powered, portable lights shall be prohibited.

### **Rules Specific to Use of a Lighted Stadium**

1. Stadium lights shall be reserved for use by CHS and other public schools serving Crawford Cluster students. Any private schools or community groups that wish to use the lighted stadium may appeal to the Superintendent (or his/her designee) for approval of the use of the lighted stadium for a limited purpose. In considering whether to grant such an appeal, the Superintendent or his/her designee shall first determine whether there is another District site

that can accommodate the proposed use without negative impact to the surrounding community. In the event there is no such alternative that can be offered, in considering whether to grant the appeal; the Superintendent or his/her designee shall determine whether the proposed use will interfere with the use of the field by CHS or the operation of the campus, the likely number of attendees, whether there is adequate parking to support the proposed use, and whether sufficient measures can be employed to minimize adverse impact to the campus and the surrounding community including, but not limited to, lighting, noise, custodial services, traffic control, and security. No appeal may be granted that will cause the total number of events or activities held at the lighted stadium to exceed the cap of 25 lighted events. Priority shall be given first to other District schools, then to other schools, and then to non-profit community groups. Commercial uses of the lighted stadium shall not be permitted.

2. If the lighted stadium is made available to a non-district school, or non-profit community group, the using entity shall be required to reimburse the District for the full cost of the use of the stadium including, but not limited to, utility costs, maintenance/repair costs, and reduction in useful life of the natural or synthetic turf field.
3. When in use by CHS students, the stadium lights shall be turned off as soon as possible following the conclusion of a planned lighted event and no later than 10:00 p.m. (except where extenuating circumstances, such as an injury or rain delay of a football game or unforeseeably delay to the completion of the lighted event). When in use by non-district schools, or non-profit groups, the stadium lights shall be turned off by 10:00 p.m. Any lighted event after 7:30 p.m. will count against the maximum of 25 allowed lighted events per year.
4. Use of the stadium lighting shall be limited to 25 lighted events, including high school playoff games, or to allow completion of CHS games and CHS team practices that begin during daylight hours, but carry over into darkness due to Pacific Standard Time. When turned on to allow for completion of a game or practice during Pacific Standard Time, the lights shall be turned off as soon as possible following completion of the game or practice and no later than 7:30 p.m. Practices and other uses by Crawford students that end before 7:30 p.m. will not count against the cap of 25 lighted events per year. Any lighted event that extends past 7:30 p.m. will count against the maximum of 25 allowed lighted events per year.

### **Community Engagement and Review Process**

Crawford will include a separate tab on the school's website that is dedicated to community engagement. This tab will include a specific calendar for field uses so the surrounding community can easily view field activities that may affect them, and provide them an opportunity to adjust their schedules if needed. The calendar will specifically indicate if the event or activity is intended to be a lighted event. The school will maintain a log of stadium activities noting the using entity, activity, start and stop times, and the hours the lights were turned on and off. Staff believes this is a good way for Crawford to obtain more local

community support and engagement at school related field events/activities.

In order to obtain regular feedback from the community regarding implementation of this Field Use Policy and the impact on the community from day or lighted events held at CHS, the CHS administration shall be charged to host two meetings annually for purposes of discussing field use issues at CHS. School and community stakeholders will be invited. These meetings shall be scheduled to occur at, or about, the time the school year begins, and following the conclusion of the winter sports season, so that the attendees can discuss planned events/activities as well as past implementation. Notification of meetings will occur on the CHS website's community engagement tab described above. CHS administration will develop a Stadium Event/Activity Security Plan in consultation with the community. The CHS Stadium Event/Activity Security Plan will be updated as necessary by the CHS administration in consultation with school and community stakeholders at the aforementioned semiannual meetings.