

District 622 Field Use Procedures for Managers & Coaches

District 622 fields are available for public use. They are to be used only for the activities for which the field was designed unless approved by District 622 Community Education and Operations.

'Premier Fields' such as athletic stadiums, high school baseball fields, and primary practice fields may not be scheduled without the permission of the high school activities director.

Blanket permits are issued to Maplewood Park & Recreation (MPR), Oakdale Park & Recreation (OPR), and the North St. Paul Athletic Association (NSPAA) for fields located in the associated city during the outdoor sports' seasons when fields are not being used for school district or community education activities with these exceptions:

- The Harmony baseball field is permitted to the NSPAA.
- The Maplewood Middle School fields are permitted to MPR. NSPAA will be given first priority for fields not used by MPR.
- NSPAA must equitably sub-permit fields to other North St. Paul groups in accordance with the priority of use listing found in the ISD 622 Facility Use Booklet.

The beginning and end times listed on a permit must be followed. Any changes must be OK'd by city that holds the permit and Community Education.

Liability Insurance must be carried by all groups using District 622 fields as directed in the District 622 Facility Use Procedures booklet. District 622 must be listed as an additional insured. A certificate of insurance must be filed with the Community Education office before a permit is valid.

Tobacco, alcohol, weapons, and illegal drugs are strictly prohibited on all district grounds Field Use Permit holders are responsible for enforcing this policy.

Individual teams are responsible for field clean up after each practice and/or game. All trash should be deposited in the barrels located at each field. All personal items must be removed before a group vacates a field. Field clean up also includes retrieving all balls from the infield and outfield grass. District 622 reserves the right to cancel a Field Use Permit if teams neglect to clean up after using district fields.

No trenches can be dug to drain water from a field with standing water.

Batting practices must be held on the ag-lime areas, not on the infield or outfield grass.

Batting cages, pitching machines, and other equipment must be placed on the ag-lime areas, not on the infield or outfield grass.

Parking is only allowed on the streets or parking lots. Driving on the grass of any field is prohibited.