

Liberty/Rock Creek Baseball

LHS Baseball Field House Use Policy

Date: 4/24/07

Objective:

The purpose of this document is to describe the process Rock Creek Baseball administers for allowing Youth Program (JBO) players to use the LHS Field house for baseball practice (primarily batting).

Scope:

The LHS baseball Field House is a tremendous asset to the LHS and Liberty/RC Baseball programs. It is understandable that there is great interest in the ability to use this facility for baseball hitting practice. However, the use of this facility has to be consistent with the practice of ensuring responsible adult supervision at all times, to protect both the safety of the players using it, and to protect the liability interests of LHS.

Approval:

The Liberty/RC Baseball Board has the authority to review and update this process document as necessary. The LHS Varsity Baseball coach will also approve any changes to this process.

Responsibilities:

LHS Varsity Baseball Coach	responsible for providing supervision at any and all times the facility is being used by LHS baseball players, and to approve the Youth usage and schedule (availability after LHS programs priority)
Liberty/RCB Board	responsible for ensuring appropriate adult supervision provided at any and all times the facility is being used by RCB youth baseball program players, and ensuring the youth coaches contact information is furnished to the LHS Varsity Coach

Definitions:

LHS	Liberty High School
RCB	Rock Creek Baseball
JBO	Junior Baseball of Oregon

Appendix:

The following form will also be used to administer this process:

Appendix A Field House use reservation and signature sheet (sample)

LHS Field House usage by RCB:

Liberty/RCB Youth program participants will have access to the LHS Field house for batting practice. The LHS Baseball program has preference with respect to the usage of the facility.

Access to the facility will be controlled by the limited distribution of keys. The general approach to scheduling will be to attempt to block out dates and times in a reoccurring manner for the primary users of the facility. Any remaining time will then be made available for the RCB youth program. The coaches' names and contact information for each Youth team will be collected

each season and provided to the LHS Varsity Coach, so that he can make any necessary direct communication.

Building Access and Supervision:

A designated RCB board member will open the facility for batting practice at the agreed upon schedule. The schedule needs to be determined in advance, and will be posted near the entrance (inside). This will also act as the log, and *the attending youth coach (or RCB board member) will be asked to sign* this form during the session. Either a RCB board member or a Youth program coach will be present at all times to ensure appropriate safety guidelines are followed. The facility will only be made available on the approved schedule, and therefore the sessions will be started and finished on time (no time extensions).

Facility Maintenance:

The RCB Youth team (Coach) is responsible for setting up the space for hitting. Due to safety and liability issues, the pitching machine will not be used – only live pitching by the players and coaches. The facility will be returned to the original condition before the end of the time period, and some minor maintenance may be required (sweeping, net set-up, etc.). Teams will furnish *their own equipment*: balls, bats, helmets, etc. – the LHS property will not be disturbed during usage.

Rules for RCB participant's Field house usage:

1. Appropriate adult supervision required at all times – must be present inside the facility for the entire session
2. Facility must be left in the same (or better) condition than it was in at arrival – clean-up and minor maintenance will be required
3. *Youth teams will furnish their own equipment* – bats, tees, balls, helmets; LHS equipment inside of the facility will not be used/disturbed
4. Batting helmets will be worn at all times by players holding a bat
5. Live pitching (coach or players) only – do not use the pitching machine
6. Coaches inspect the “L-screens” (screens that pitcher stands behind for protection) before **EVERY** session – sometimes the twine becomes loose on the re-netted screens, and requires tightening before starting batting practice
7. Keep out of the press box (upstairs)
8. Ensure facility is locked – all doors - at end of session, and that the log sheet (near entrance door) has been signed

Appendix A

Field House Reservation Schedule and Signature sheet (example):

Date	Start Time	End Time	Team	Supervision	Signature and date
Sat 4/14/07	12:00 PM	1:00 PM	Jr American	Ken Koenig	<i>Ken Koenig 4/18</i>
Sat 4/14/07	1:00 PM	2:00 PM	Sr American	Dale Woodard	<i>Dale Woodard 4/18</i>