



OUTDOOR SPORT & COMMUNITY/SPECIAL EVENTS - FACILITY SCHEDULING

## **PROCEDURES FOR FIELD CLOSURES**

**HRM FIELD CONDITION LINE - 490-7100** OR.....

**Visit the HRM Web Site at [www.halifax.ca](http://www.halifax.ca)**

The following are the procedures for FIELD CLOSURES for all Halifax Regional Municipality Outdoor Facilities. As a client, **it is your responsibility to determine if fields are closed** in the event of **inclement weather and subsequent turf conditions** and to notify the Facility Scheduling Office in writing as to GAMES/PRACTICES NOT PLAYED DUE TO FIELD CLOSURES (i.e. rain outs, etc.). In order to receive credit, you must submit FIELD CLOSURE FORMS to the appropriate Scheduling Office by the 5<sup>th</sup> of the month following the month in which the rain outs are being reported. **CREDITS WILL NOT BE PROCESSED WITHOUT PROPER DOCUMENTATION OR AFTER THE FACT AT THE END OF THE SEASON!**

**It is important to note that HRM has a number of fields and cannot be expected to inspect each field on a daily basis. Therefore, use of the playing fields is at the sole risk of the Client. It is up to the Coaches, Umpires, Organizers and/or Parents to inspect each site to ensure that there are no inherent damages and the field is safe and functional for Participants to use based on Participants, age, skill, activity and ability.**

**If there are any concerns regarding the safety status of a field that you cannot resolve, please call the HRM Call Centre at 490-4000 to report the hazard.**

**All Sport has an inherent risk of injury. Participants and the Organizer must recognize that field conditions can increase the probability of an injury considering the age, skills, ability or sport. Determine if your Groups wishes to play or cancel. If the decision is made to cancel, reschedule through the Facility Scheduling Office.**

**IN THE CASE OF INCLEMENT WEATHER, IT MAY BE NECESSARY TO CLOSE A FACILITY(IES) FOR A DESIGNATED PERIOD OF TIME TO ENSURE PROPER DRYING AND TO MINIMIZE TURF DAMAGE. AS A PREVENTATIVE MEASURE, HRM MAINTENANCE STAFF AND HRM FACILITY SCHEDULING STAFF RESERVE THE RIGHT TO CLOSE FACILITIES AS AND WHEN REQUIRED.**

**IF THERE IS ANY DOUBT ABOUT THE PLAYING STATUS OF A FIELD, A DESIGNATED LEAGUE/CLUB REPRESENTATIVE SHOULD CONTACT THE "FIELD CONDITION LINE" WHICH WILL BE UPDATED BY 3:00 PM ON WEEKDAYS AND BY 8:00 AM ON WEEKENDS AND HOLIDAYS.**

**IF THERE IS A POSSIBILITY THAT DAMAGE TO AN OUTDOOR FACILITY COULD OCCUR FOR WHATEVER REASON, PLEASE CANCEL YOUR EVENT AND CHECK WITH HRM FACILITY SCHEDULING STAFF TO RESCHEDULE. DO NOT BE PRESSURED BY TEAMS, SPECTATORS, ETC. TO PLAY.**

We would like to stress that **only one (1) representative from your organization should be responsible for phoning to determine field status**, and this same individual should be responsible for making affected teams and coaches aware of field status (whether playable or not). This will hopefully eliminate any confusion.

**Anyone determined to be using facilities when closed or without permit documentation will be subject to the loss of future bookings\*. Spot checks are carried out on a regular basis.**

\*If a user participates on a facility and causes UNNECESSARY damage as determined by HRM staff, that user will be accountable for and charged the restoration costs needed to bring the facility back to its original playing status. Failure to cover the costs of repairs will result in the loss of booking priority for the following year.

**PENALTIES for UNAUTHORIZED USE:**

**FIRST OFFENCE - A \$150.00 fine will be issued to the user/league.**

**SECOND OFFENCE - A \$300.00 fine will be issued to the user/league and the user/league will lose priority in field booking for the following season.**

**THIRD OFFENCE or FAILURE TO PAY FINES - A \$500.00 fine and immediate loss of field booking for the remainder of the season and for the next season.**

THE ABOVE PENALTIES MAY BE ENFORCED AT THE DISCRETION OF HRM AND WILL ALSO BE ENFORCED WHERE COMPLAINTS ARE MADE AGAINST A TEAM AND/OR LEAGUE FOR UNACCEPTABLE BEHAVIOR SUCH AS: FOUL LANGUAGE, VIOLATION OF LIQUOR LAWS, EXCESSIVE TRESPASSING ON PRIVATE PROPERTY, ETC.

If you require any additional information or have any questions regarding the above, please contact the appropriate Facility Scheduling Office for your area by calling 490-7100.

Thank you for your cooperation.