

REGULATIONS ON USE OF SCHOOL FIELDS BY PERMIT HOLDERS

1. Student activities will take precedence over nonschool activities.
2. Organizations serving youths to eighteen (18) years of age will receive first preference.
3. Accredited organizations which are granted permits for the use of fields must provide supervision at all times. Failure to provide such supervision could result in the revocation of a permit.
4. Written requests for fields must be received by the Director of Facilities and Operations at a scheduled meeting on or before March 15th. Permits will be issued to approved applicants on or about the first week of April or prior to April 1st at the discretion of the Director of Facilities and Operations following an inspection of fields on or around March 1st. These permits holders will be designated as primary permit holders and will be granted a permit for the use of fields for the dates and times within a specified period, as indicated on the permit.
5. Written requests for fields that are reserved for primary permit holders shall be designate as “Applications for a Secondary Permit”. Applications for a Secondary Permit that are otherwise complete and approvable in accordance with District Policy and Regulations shall be held on file in the order they were received by the Director of Facilities. If the primary permit holder notifies the Facilities Office at least forty eight (48) hours prior that a particular field will not be used on a day and time listed on the permit, the Director of Facilities or designee shall notify the contact person listed on the Application for a Secondary Permit and offer a Secondary Permit for the field on the specified date and time requested. If the Secondary Permit Applicant does not respond within a reasonable time, as determined in the sole discretion of the Director of Facilities, the Application for a Secondary Permit shall be forfeit.
6. Requests for the use of fields received by the Director of Facilities and Operations after the March 15th deadline may be considered based on the filing dates of those applications for a Primary Permit based upon available field space at that time.
7. All field users must follow permit regulations on proper use of the fields.
8. Fields at the High School, Middle School, and Old Country Road School may not be used prior to 11:00am on Sunday. All other fields may not be used before noon on Sunday.
9. Field permits are valid only for daytime use of the fields.
10. Smoking, gambling and the use of alcoholic beverages or illegal substances on school grounds are prohibited.
11. The use of motorized equipment on school grounds is prohibited.

12. Organizations that hold permits may place temporary identification signs on school grounds only during the hours they are actually using a field. At the conclusion of their activity, the group must remove all signs.
13. Restitution for any damage to school property by permit holders is expected. Failure to do so will result in legal prosecution and revocation of the permit.
14. Permit holders are responsible for the condition of their fields. They are expected to police each field after use.
15. 50% of members of a group requesting a permit must reside within the boundaries of the Hicksville School District except Board of Education approved Town of Oyster Bay Summer Programs. For each field use (i.e. High School softball field #3 for a particular activity on a specific date), participants in the permit holder's local organization must be comprised of 50% of Hicksville residents.
16. Appropriate fields will be assigned in each category at the direction of the Director of Facilities and Operations.
17. Cancellation of a permit may be made by the Office of Facilities and Operations for reasons of inclement weather or construction safety.
18. All persons/organizations must abide by all District policies, practices and regulations, including but not limited to District Policy and Regulation 1200, governing community use of school facilities.

Regulations Amended: July 9, 1987

Board Approval: October 28, 1992 (Replaces 8211R)

Revised: February 15, 2012

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