

Mary, Queen of Peace Parish Adult/Teen/Family Social Hall/Gym Usage Policy

Purpose: Mary, Queen of Peace Parish (MQP) sponsors usage of its social hall for family oriented gym/sporting activities.

Activity Schedule: No play is allowed unless pre-scheduled with parish office. For those that do not adhere to activity schedule, future play may not be permitted.

Background Checks: All adults that participate in gym/sporting activities that include participants under the age of 18 must comply with our background policy and submit the necessary paperwork before play is to begin.

Liability Release/Consent Form: Each participant will have on file in the parish office a Liability Release and Medical Consent form. If a participant is under the age of 18, a parent or guardian must sign the Liability Release and Medical Consent form.

Participation Fee: To help offset some of the cost of the social hall lighting and ventilation, each participant will pay a fee of \$25 per 10-week session. No refunds will be provided. Participation fee is waived for the team coordinator(s).

Sign In/Out: In case of an emergency evacuation of the building, all participants must sign in before play begins and sign out prior to leaving the building. Sign-in sheet will be maintained in a 3-ring binder located in the social hall closet. Failure to sign-in/out may result in loss of future play. In case of an emergency team coordinator is responsible for taking the sign-in/out binder out with them.

Equipment: Participants must bring their own ball for play. Basketball hoops may be only set-up/taken down by those that have been trained. All wall/window mats must be in place prior to play. If something is broken due to negligence participants will be assessed costs to repair damage. Please turn off lights.

Court Usage Rules: Are posted on gym storage room bulletin board are to be complied with at all times. To limit vestibule foot traffic, it is requested that restroom and drinking fountain usage be limited to those located downstairs by the south bell tower stairs. Children must be supervised at all times.

Team Coordinator: Is responsible for insuring that all players sign in and out; have a signed consent/liability release form; and have paid their participation fee. Participation fees are to be turned into Parish office with registration form. Team coordinator will insure that basketball hoops and wall mats are properly put up prior to play and taken down and properly stored when play is completed. Coordinator insures gym lights are turned off at end of play. Team coordinator is responsible for scheduling activity.

Parish Staff: Will schedule activity and place on parish calendar. Will maintain file of liability release/consent forms and prepare check-in/out lists for all registered players. Will notify team coordinator when play must be rescheduled.

Cancellation of Play: May occur due to unsafe weather conditions, for a funeral reception or certain parish sacramental preparation programs. Notice will be given to the team coordinator when play is cancelled and a message will also be placed on the parish event voice mail. Play may be rescheduled or the session modified to insure that all 10 sessions are played.