

USE OF ATHLETIC FIELD LIGHTS AT SKILLINGS / CIARCIA FIELD

Organizations using lights on Skillings / Ciarcia Field (“Field”) are expected to be respectful of the neighborhoods and surrounding fields by strictly adhering to the Policy and taking special care to minimize noise and other impacts to the neighborhood.

1. The organization requesting use of the lights must complete an official FIELD REQUEST FORM through the Town’s Recreation Department. Some requests will also require the completion of a SPECIAL EVENT REQUEST FORM to the School Committee and Board of Selectmen. Proof of Insurance is required when submitting the request. All existing policies, rules and regulations regarding use of athletic fields remain in effect. Requests must be submitted at least thirty (30) days in advance of use.
2. The request must include the reason for use of the Field lights and the anticipated number of participants/spectators: practice, game, special event, and/or tournament. Other than for a Winchester High School game or other WPS event approved by the Superintendent, no requests will be considered for the use of Field lights in conjunction with public address systems, music or other amplified systems. Consistent with other town policies, the use of all illegal substances, including the consumption of alcoholic beverages and smoking, is strictly prohibited at the Field.
3. Only the Winchester Public Schools and Winchester youth organizations may request lighting. The individual/organization making the request must be associated with the organization and is responsible for the adherence to all rules and regulations related to the use of the fields.
4. Winchester High School requests must be made through the Director of Athletics; other Winchester Public School requests must be made through that school’s principal or administrator.
5. Lights may be requested during the following time frames:

Each year will be divided into four (4) seasons as follows:

Winter	Spring	Summer	Fall
December 1 st to 3 rd Week in March	3 rd Week in March to June 30 th	July 1 st to 3 rd Week in August	3 rd Week in August to November 30 th

Other than a Special Event, no permit will be issued for any use of lights during winter and summer. Subject to Section 6 below, any permit granted will be limited to the following restrictions:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Closed	Off at 8:30 p.m.	Off at 8:30 p.m.	Off at 8:30 p.m.	Off at 8:30 p.m.	Off at 8:30 p.m.	Off at 8:30 p.m.

Subject to Section 6, all games and practices end when the lights begin to dim, which is 15 minutes prior to the lights going off. Players, coaches, league officials, parents and other visitors are required to exit the Field and parking lot as quickly as possible during the dimming of the lights and should have left the complex by the time the lights are completely off. Practice time ends at 8:15 p.m., MIAA sanctioned games will end no later than 10:00 p.m.

6. Winchester High School reserves the right to complete varsity games that extend beyond the designated time, only if the game is MIAA sanctioned, with a start time no later than 7:00 p.m. and in no event will the extended cut-off time be later than 10:00 p.m. Winchester High School reserves the right to move a MIAA sanctioned game from Friday evening to Saturday evening in case of an emergency.
7. All trash must be picked up before the representatives of the organizations leave at the conclusion of the event. Trash must be placed in appropriate trash receptacles or removed from the site.
8. The Recreation Department will set an hourly rate for use of athletic field lights and require that an estimated payment equal to the permitted hours be due when the permit is issued. To conserve energy, and limit the impact on the neighborhoods, each organization should make sure to notify the Recreation Department or High School Athletic Director during normal business hours 8:30 a.m. to 4:00 p.m. of any time when lights are scheduled but will not be used. Failure to do so will result in organizations forfeiting the permitting fee for that day.
9. Any organization violating the rules and regulations for use of athletic field lights will face consequences up to and including the loss of use of lights for the remainder of the season and/or beginning of next season.
10. Control over the physical operation of the lights, e.g. turning on and off, shall be held by the director of the Recreation Department and High School Athletic director or their designees. No other person, group or entity shall have the right to operate the lights, except in the case of an emergency.

Cross References: FG, School Controlled Turf Fields and Lighting Policy
ADC, Tobacco Products on School Premises Prohibited

PREPARED FOR 2nd READING BY SCHOOL COMMITTEE: March 20, 2018