



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

Office of the Chief Operating Officer

August 2016

Track, Field, Playground Usage and Access Policy

Chancellor's Directive 604.2

Version 2.0

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Chancellor's Signature

9/29/16

Date

I. Executive Summary

Originating Office: Office of Chief Operating Officer	Number: 604.2
Subject: Track, Field, Playground Usage and Access Policy Authority: 5-E DCMR § 3500.7; 5-E DCMR § 3500.1 5-E DCMR § 3504; 5-E DCMR § 3507	Date: August 29, 2016 Rescinds: Directive 604.1 "High School Tracks and Fields Usage by Residents"

Introduction

District of Columbia Public Schools (DCPS) operates as an agency serving students, families and community members. This document contains the DCPS policy on the usage of track, field, and playground areas by community members. DCPS delivers this guidance to ensure that its community adheres to the rules and procedures for accessing DCPS grounds. This document focuses on track, field, and playground usage. For guidance regarding other DCPS grounds and facilities, please see the School Grounds and Facilities Policy. For questions about this policy, please contact School Operations within the Office of the Chief Operating Officer at Schooloperations.dcps@dc.gov

Purpose

The purpose of this document is to establish guidelines for ensuring safe community access to DCPS tracks, fields and playgrounds and to provide criteria for use by District of Columbia residents and visitors. This policy revokes the 2003 "Track and Field Policy" and any prior policies or procedures on track and field or playground access for community members.

II. Track, Field, and Playground Use Procedures

DCPS recognizes that community members may wish to use DCPS tracks, fields and playgrounds for personal exercise or other similar casual activities. The following section describes the permitted hours and activities for the use of such facilities by community members during the regular school year. Please note that this section applies only to community users who access track, field, or similar grounds for personal exercise or casual use. The last section in the policy will address organizations, entities and groups that wish to utilize track, field, and related grounds for organized activities.

Track and Field

Permitted Hours and Activities

School tracks and fields will be made available for personal exercise at no cost during the following days and hours when the regular school year is in session, other than on District and school holidays:

- Monday through Friday from 6:30 A.M. to 8:00 A.M., and from 4:00 P.M. until dusk, but not later than 8:00 P.M.;
- Saturdays and Sundays from 8:00 A.M. to 5:00 P.M.

Track and field hours will be posted. Track and field usage and availability during the summer and District or school holidays will be determined by Office of the Chief Operating Officer and the Office of the Chief of Schools in consultation with schools. Anyone using DCPS track and field facilities will do so at their own risk.

Exceptions:

Tracks and fields will not be available when DCPS scheduled activities are using the facility during the times stated above. This includes extracurricular activities, or when entities or programs are granted access through a building use agreement or lease, as well as when the facilities are otherwise locked or closed to the public.

School Playgrounds

Permitted Hours and Activities

School playgrounds will be made available at no cost during the following days and hours when the regular school year is in session, other than on District holidays:

- Monday through Friday from 6:30 A.M. to 8:00 A.M. and from 3:30 P.M. until dusk, but no later than 8:00 P.M.;
- Saturdays and Sundays from 8:00 A.M. to 5:00 P.M.

Exceptions:

School playgrounds will not be available when DCPS scheduled activities are using the facility during the times stated above. This includes extracurricular activities, or when entities or programs are granted access through a building use agreement or lease, as well as when the facilities are otherwise locked or closed to the public. Certain DCPS playgrounds are gated, locked, and unavailable to the public at certain times, including on weekends.

DCPS may restrict the usage of school playgrounds to ensure the safety of all children. Children under the age of 10 must be accompanied and supervised by an adult. Anyone using DCPS playgrounds will do so at their own risk.

Playground hours will be posted. School playground usage and availability during the summer and school holidays will be determined by each school building principal in consultation with the Office of the Chief Operating Officer and the Office of the Chief of Schools.

Restricted and Prohibited Usage

Prohibited usage of tracks, fields, and playgrounds include the following:

- No dogs or pets of any kind, except service animals;
- No smoking or use of any tobacco products (including electronic cigarettes);
- No drug use or alcoholic beverages of any kind;
- No skateboards or rollerblades;
- No wheeled vehicles except wheelchairs;
- No shoes with metal or plastic spikes- flat shoes only on the tracks, including heels.
- No individual who is currently barred from school premises may use track, field, playground or other facilities on school grounds at any time;
- No hoverboards;
- No gambling;
- No grilling, no barbecues, and no open fire pits;
- Use may be restricted during inclement weather or during code red days or days when a hypothermia alert has been issued; and
- Any other use not specifically stated above that is incompatible with use of the facility, as determined by DCPS officials in their sole discretion.

Reports of Prohibited Activity

The Office of School Security remains the primary contact for school security procedures and concerns. Stakeholders should report potential security concerns to oss.supervisors@dc.gov or by calling the Incident Command Center at 202-576-6950/53. Nothing in this policy shall preclude a stakeholder from engaging law enforcement to report prohibited or suspicious activity on DCPS tracks, fields, or playgrounds.

Building Use Agreement Requirements

The usage of any DCPS track, field or playground by an entity or organization will be strictly prohibited without an approved building use agreement or lease. The building use agreement or lease must be approved by the respective school principal and issued by the Department of General Services (DGS), Realty Office. A cost may apply. The following factors will be taken into consideration in determining additional usage of DCPS grounds or facilities, on a first come, first serve basis:

- First priority for usage will be given to DCPS programs and activities;

- Second priority will be given to non-profit groups whose activities support children;
- Third priority will be given to non-profit organizations or groups that are organized by the surrounding community of the respective school;
- Fourth priority will be extended to other DC government agencies; and
- Fifth priority will be given to commercial and service enterprises

Access to all grounds and facilities will be denied to the general community during approved usage by DCPS and other entities. Use agreements and leases must comply with 5-E DCMR § 3501: Permissible Uses of Buildings and Grounds. You may locate the DGS building use agreement at <http://dcps.dc.gov/page/use-school-facilities-and-grounds>.