

Selkirk College Policies and Procedures		Number 4130	Title Use of Gymnasium Facilities (Castlegar Campus)	
		Replaces	R9060.2	
		Effective	1986-09-06	Next review :
Executive Responsibility	Administrative Responsibility	Recommended by Policy Review Committee	2001-03-08	
	Campus Manager	Recommended/Approved by Education Council	N/A	
		Approved by President	2001-03-15	

1 PURPOSE

This policy lists the available sports facilities at the Castlegar campus, assigns priorities to possible booking requests, and outlines booking procedures.

2 SCOPE / LIMITS

This policy applies to users of the Castlegar gymnasium, including students, employees, and community members.

3 PRINCIPLES

The primary objective for the use of the Selkirk College sports facilities is to meet the needs of college programs and classes, campus recreation, and college and community special events.

The sports facilities are:

- (1) indoors: two full-sized gyms, a bouldering cave, a racquetball court, a weight training and exercise area, classrooms U6 and U17 and offices.
- (2) outdoors: a soccer field and three tennis courts.

4 PROCEDURE

4.1 Usage

- A) College sport and physical activity events (during regular operating hours from 7:30 am-5:00 pm) will be scheduled in this order of priority:
 - (1) college classes
 - (2) campus recreation - events and games, intramurals
 - (3) club teams
 - (4) student use - open time
 - (5) Community Education sport specific events
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B) Community users may book the gymnasium for sport-specific events (during regular operating hours from 5:00 pm-10:00 pm and on weekends) in this order of priority.

(1) hosting of regional high-school championships

(2) athletics-based, revenue-producing rentals

C) The only non-athletic events that will be booked into the gym proper will be:

(1) college final examinations

(2) college graduation

(3) other events as approved by the Campus Manager.

These will be permitted on the condition that full precautions concerning floor protection are taken (i.e., floor covering and footwear).

4.2 Booking Procedures

Booking requests outlined in 4.1 A and B may be taken by the sports attendants/equipment clerks in the equipment room with event approval provided by the Athletics Director.

All booking decisions will be finalized by the Campus Manager. Rental agreements must be signed for outside usage and standard fee guidelines will apply.

After confirmation by the Campus Manager, the Room Bookings Clerk will be notified.

4.3 Fees

A fee schedule has been established in consultation with the Campus Manager, Director of Facilities, and VP-Administration and is as follows:.

Full Gym	\$40/hr (4 hr min Sat-Sun)	\$80/hr (4 hr min Sat-Sun)		
Half Gym	\$30/hr (4 hr min Sat-Sun)	\$60/hr (4 hr min Sat-Sun)		
Weight room	\$30/hr	\$60/hr	long term summer rental \$600 per week (6 hours per day)	long term summer rental \$1,200 per week (6 hours per day)
Bouldering Cave	\$30/hr	\$60/hr		

Rental rates will be charged according to the fee schedule. NB. Above rates are with regard to “not-for-profit” events. Events generating income (i.e. charging entry, etc) are considered “for profit”, and all

rates double.

4.4 Evaluation

Operations will be reviewed each spring and involve multiple sources of input including user groups and those listed in 4.3 above.

Other relevant policies:

4120 Use of Staff Lounge (Castlegar Campus)

4110 Facility Use

Key words:

Gymnasium, Usage, Fee
