

SVSU Fieldhouse Policies & Guidelines
Updated for the 2025-26 Academic Year
All Visitors Will Follow the Procedures Below:

Upon Arrival:

- A.** The doors to the facility WILL NOT be unlocked until 15 minutes prior to your scheduled practice time.
- B.** Upon entering the facility, please remove all dirt, mud, snow, etc. from your shoes.
 - a.** Any wet or unclean shoes need to be removed in the lobby area and placed in a personal enclosed bag.
 - b.** NO CLEATS to be worn until after the track is crossed.
- C.** The event contact/coach must be present and sign-in with the fieldhouse staff before anyone is permitted into the fieldhouse.
 - a.** If there is a visiting team for a scrimmage, they cannot enter until the event contact/coach is present and signed in.
- D.** A group reservation which begins at 6:00pm will not gain access to the fieldhouse until 6:00pm.
 - a.** A group is not permitted into the fieldhouse until the beginning of their reservation, unless otherwise directed by fieldhouse staff.
 - b.** Please respect the SVSU Varsity athletics equipment.
- E.** If you need certain nets, partitions, or batting cages raised or lowered please let the fieldhouse staff know when you sign in. DO NOT raise or lower nets by yourself, SVSU STAFF ONLY.
- F.** All parents, guardians, siblings, spectators, and anyone/or else that is there to watch practice, they can view practice from the 2nd floor of the fieldhouse concourse. This area will be open and available to them.
 - a.** They may not wander around the facility nor use spaces that have not been rented by the organization.
 - b.** Organizations or anyone affiliated with the organization renting the fieldhouse turf/track are not permitted in any other facility spaces within the Ryder Center.
- G.** Organizations are expected to notify all parents, guardians, siblings, spectators, and anyone else attending their practice of SVSU policies.
 - a.** Failure to follow the policies is a violation of the organization's facility rental contract.

Turf/Track & Clothing Rules:

Below are the policies we have for usage of the turf and track area of the fieldhouse:

- A.** Rental of the turf includes the area within the screen partitions which are required to be lowered by fieldhouse staff only.
 - a.** The partitions will need to be down if the turf is being used.
 - b.** If only half of the turf is reserved, the middle partition will reflect the divide between the north and south ends of the turf field.
 - c.** The fieldhouse staff are the only ones allowed to raise/lower nets/batting cages.
 - d.** The use of partitions as nets, backstops, or targets is NOT permitted.
 - e.** Molded cleats are permitted on the turf.
 - i.** Cleats CANNOT be put on until the track surface has been crossed.
 - f.** Metal cleats are NOT permitted anywhere in the facility.
- B.** Equipment in the fieldhouse that is not owned by the contracted group beyond the turf, partitions, and batting cages are NOT permitted for use by organizations.
- C.** Organizations renting the track are limited to the use of the track only.
 - a.** Track organizations requesting use of the pole vault area, hurdles, high jump mats, and long jump pits must receive written consent from the SVSU Head Track Coach and send it to Justin Hayward of The Conference Center at SVSU.
 - b.** Track spikes are NOT permitted on the track surface.
- D.** Tape and field paint is NOT permitted.

- E. Appropriate attire is required by Ryder Center patrons. Appropriate attire includes but is not limited to:
 - a. A shirt covering the chest and torso. Shirts must ALWAYS be worn.
 - b. Shorts or pants are required and must cover the upper half of thigh and leg.
 - c. Shoes must be athletic in type and closed-toed.
 - d. Shoes must be dry and clean to be permitted into the fieldhouse.
- F. Changing in the fieldhouse is NOT permitted.
 - a. Public restrooms are available for use during fieldhouse events for this purpose

Beverages & Food

- A. Food of any kind is NOT permitted in the fieldhouse on the first floor.
 - a. This includes gum, seeds, mints, candy, etc.
 - b. If needed for medical purposes, food may be kept in an enclosed bag inside the fieldhouse for emergency purposes.
 - c. Food is permitted in the 2nd level fieldhouse concourse and bleacher area of the facility only.
- B. Water, in a plastic, sealed container is the only liquid permitted in the fieldhouse track/turf area.
 - a. No other liquids are permitted in the fieldhouse track/turf area.
 - b. Water mixed with powder before or after entering the fieldhouse is NOT permitted.
 - c. Non-alcoholic beverages are permitted in the 2nd level fieldhouse concourse and bleacher area of the facility only.

Safety Concerns:

- A. All applicable local, state, and federal laws apply to use of the facility.
- B. SVSU is a smoke free campus.
 - a. This includes tobacco, vaping, e-cigarettes and all other forms of tobacco are NOT permitted.
 - b. Marijuana is NOT permitted in the facility in any manner.
 - c. All forms and alternative forms of marijuana are NOT permitted.
- C. Alcohol is NOT permitted in the facility in any manner.
- D. Children under the age of 5 are required to stay in spectator areas of the fieldhouse during events and may not be in the facility without a parent or legal guardian.
- E. Children under the age of 14 must be accompanied by a parent, legal guardian, or responsible person 18 years of age or older while in the facility.
- F. Only service animals are permitted inside the facility.
- G. Bags, if brought in, must be left in the cubby area of the fieldhouse
 - a. This includes backpacks, sports bags, drawstring bags, and all other types of bags.
 - b. Coaches with bags/buckets of equipment, do not lean the bags up against the partitions, nets, or cages. Please keep them off track as well.
- H. Injuries that occur in the facility MUST be reported to the on-site fieldhouse staff.
 - a. Staff members may have a limited First Aid kit to supply groups in case of an emergency; however, staff will not treat anyone with an injury.
 - b. Staff members are instructed to fill out an incident report for any injury reported to them or witnessed by them.
- I. Staff members hold the right to remove any persons or groups in violation of facility rules and are instructed to involve campus police if faced with non-compliant guests.
- J. The Conference Center at SVSU is not responsible for damage to personal property, stolen property, or injury sustained on premises.

Weather Delays and Closures: *SVSU will experience weather delays and closures: Please follow the guidelines below when SVSU is affected by weather:*

- A.** If there is early closure during the day, SVSU WILL close at the stated time.
 - a. Any event that happens in full prior to the closure WILL NOT be affected.
 - b. Events that are scheduled during or after the closure time WILL be cancelled.
- B.** If there is a morning delay, SVSU WILL open at the stated time.
 - a. Any event that happens in full after the University opens WILL NOT be affected.
 - b. Events that are scheduled before or during the delayed opening time WILL be cancelled.
- C.** If there is a full day closure, SVSU WILL be closed and all events scheduled for the day WILL be cancelled.
- D.** Depending on availability, it may be possible for there to be new reservations to make up for reservation days missed due to SVSU closure.
- E.** However, if a new reservation is not desired a refund will be submitted on account of the lessee.
 - a. The refund amount will be held on account by SVSU until the final event date has passed and final billing of the contract has taken place.
 - b. Lessee may choose to have any refund amount applied to the account for next year or receive credit from the University in the form of a check.
 - c. Please note that a refund for a day of cancellation only occurs for cancellations made by SVSU in the event of inclement weather or another act of God.
- F.** Cancellations made by the lessee at any point WILL result in the fees listed in the contract.

UPON COMPLETION:

- A.** An organization must be completely clear of facility space at the end of their reservation time.
 - a. An organizations reservation which ends at 7:30pm must be completely clear of the track/turf by 7:30pm.
 - b. There are SVSU clubs and intramural teams using the facility as soon as your organization is done.
- B.** Coaches need to take all the equipment with them. There is to be nothing left behind or stored.
 - a. Track teams need to put all equipment back where they got it from this includes hurdles. Make sure to clean up sand from the long jump pit.
- C.** Parents, guardians, siblings, and spectators throw away all trash in the trash receptacles. Do not leave it in the bleachers or on tables.
 - a. Make sure to take all personal items home with you.

I confirm that _____ (organization name) and all related persons to the organization in the facility for contracted events beginning September 1st, 2025 and thru April 30, 2026 understand all SVSU Fieldhouse facility policies and will adhere to the policies both written in this document, as well as communicated through email and verbal conversation before or during the event. I understand that failure to adhere to these policies will result in fines, removal from the SVSU Fieldhouse, and possible barring of future use of the facility.

Event Contact Name: _____

Event Contact Signature: _____ Date: _____