

# **Canada Christian College Athletic Facility Allocation Guidelines**

## **Mission:**

“We will operate and maintain the Canada Christian College Athletic Facility to the highest standards to develop and deliver quality programs and services in a professional efficient and responsive manner to enhance the quality of life of our student base and community.”

## **Business Operation Philosophy:**

Canada Christian College Athletic Facility will operate to provide a balance of recreational and competitive opportunities, ensuring student body and local needs are met, bringing higher profile events to the population, maximizing utilization and return on investment and bringing a positive economic impact both the College alongside the City of Whitby.

## **Operational Guidelines:**

Canada Christian College Athletic Facility will be a school and community facility operated by the College. This will be a multisport use facility to provide year-round services to accommodate both school and community recreational and competitive sport field opportunities as well as regional, provincial, national and international uses. The facility will operate 7 days a week year-round to meet the recreational and competitive needs of the community. Canada Christian College Athletic Facility will be a tournament centre with 3 playing fields (all indoor) with varying spectator capacities

## **Allocation, Distribution and Management Practice at Canada Christian College Athletic Facility:**

The staff at Canada Christian College will have the responsibility to manage the allocation, distribution and management of the Athletic Facility. The staff will responsibly manage its field and facility resources to ensure optimal usage and programming, to reflect municipal directives and to minimize risk and operational issues. On an annual basis the college will solicit applications for its spring/summer and fall/winter field seasonal operations. The college will attempt to match the quality of play to the facility that is most conducive to usage and attempt to gain maximum efficient facility usage. The college reserves the right to reassign fields and facilities annually as required. Applications for Tournaments will also be solicited on annual basis

## **Important Information to Know**

### **Open and Close Dates**

<b>Field Type</b>	<b>Open/Close Dates</b>
Artificial Soccer Turf	Open year round with a few holiday exceptions.
Basketball Courts	
Fitness Space	

### **Seasonal Definitions**

<b>Season</b>	<b>Dates</b>	<b>Fee Rate</b>
Spring and Summer	On or about May 1 to Aug 31/Labour Day	Off season rates apply

Fall and Winter	On or about September 1/Labour Day to April 30	Winter rates apply
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**Prime and Non-prime Definitions**

Field Type	Prime Time	Non-Prime
Artificial Soccer Turf	Mon-Fri 5pm to Close Sat/Sun: Open to Close	Mon-Fri: Open to 5pm
Basketball Courts	Mon-Fri 5pm to Close Sat/Sun: Open to Close	Mon-Fri: Open to 5pm
Fitness Space	N/A	N/A

**Adult and Minor Definitions**

Adult: 18 years of age and over

Minor: 17 years of age and under

**Seasonal Allocation and Distribution Guidelines:**

In order to prioritize allocation at these high demand facilities, the following priorities and guidelines will be practiced and applied.

**1. Client Priorities**

Fields and facilities Canada Christian College Athletic Facility will be allocated according to the following client priority levels:

1. Canada Christian College Programs – includes special events and instructional programs
2. Affiliated Minor Associations, Organizations and Groups
3. Affiliated Adult Associations, Organizations and Groups
4. Boards/Education Institutions
5. Non-Affiliated minor and adult associations, organizations and groups
6. Occasional and Commercial Users

**2. Programming Priorities**

Fields and facilities at Canada Christian College Athletic Facility will also be allocated by the following programming priority types of programs/play:

1. Tournaments, special events, provincial or higher championships
  - a. *Sanctioned provincial or higher championships or events*
  - b. *Sanctioned tournaments and events*
2. League play or seasonal use
3. Invitational, open and charity tournaments and events
4. Occasional play, practices, exhibition games, instructional programs and clinics

**3. Commitment Priorities**

A higher priority of allocated time will be given to clients who commit to longer seasonal permits at the College, as they are defined in this guide.

1. Full fall and winter commitment of 30 weeks or more

2. Winter Commitment of 16 weeks or more
3. Fall Commitment of 12 weeks or more

#### **4. Time Period Entitlements and Restrictions**

##### **Weekdays and Weekends Prime Time Monday to Friday:**

- Minor league play is given priority over adult league play between 5 and 9 p.m.
- Adult league play is given priority over minor play from 9 p.m. to close.

##### **Saturday and Sunday:**

- Minor league play is given priority over adult league play between Open and 4 p.m.
- Adult league play is given priority over minor play from 4 p.m. to close.

#### **5. Additional Allocation and Distribution Guidelines which Will Be Considered**

It is anticipated that several sports and several groups within specific sports may all prefer the same day of week over others. In order to fulfil the mandate of being a multisport facility, staff will attempt to balance competing demands by allocating different sports across all days of the week. Among priority clients, no permit holder will dominate a day of the week or time block to the detriment of another affiliated organization.

Staff will group half and quarter field users into complimentary field configurations in order to ensure operational efficiencies (e.g. use of changerooms) and time transitions. Staff will also strive to group together complimentary uses (games with games; clinics with instructional rentals) in order to reduce client frustrations.

#### **College Rights**

The College reserves the right to alter an application to meet these allocation and distribution requirements. When seasonal demand exceeds supply, the College will reduce all applications equitably to ensure all affiliated minor and adult applicants receive hours weekly.

### **Tournament Allocation and Distribution Guidelines**

#### **Time Period Restrictions**

With some exceptions, tournaments generally occur on weekends (can include Fridays). Staff will allocate and restrict tournament play primarily to weekends except for championship, national or international tournaments which can occur on other days of the week and are subject to negotiation. During the Fall/Winter season (September to April) no more than one tournament can occur each calendar month in the Athletic Center. No tournament can be accommodated on consecutive weekends.

#### **Exceptions:**

1. Periodic provincial or higher championships which have the potential to bring tremendous economic impact and prestige to Canada Christian College and the City of Whitby
2. Christmas Break
3. March Break

***\*\*During the Spring/Summer season (May to August) an unlimited number of tournaments can be accommodated***

## **Application Deadlines and Accommodations**

Tournaments application deadlines precede those of seasonal applicants. They will be scheduled and permitted first. Seasonal applicants will be advised of tournament exceptions prior to permit issuance. Tournament applications received after the deadline can only be accommodated if the guidelines in this document are adhered to and all affected seasonal permit holders agree to the accommodation – in essence, giving up seasonal permit time.

In order to prioritize allocation at these high demand facilities, the following priorities and guidelines will be practiced and applied.

### **1. Historical**

- Tournaments and Events that previously existed at Canada Christian College will be given priority consideration. If the event is absent for 2 years, historical status will be lost.

### **2. Client Priorities**

– see 'Client Priorities - Seasonal Allocation & Distribution Guidelines' section 3. Programming Priorities

a) Sanctioned provincial or higher championships or events b) Sanctioned tournaments and events c) Invitational, open and charity tournaments and events Note 1: If conflicting applications are received in the inaugural year, staff will enter into negotiations with event applicants to attempt to reach an equitable distribution between sports and between single sport applicants. Staff reserve the right to assign times if mutual solutions cannot be found.

## **Minimum # of Weeks Commitment for League Organizers – Athletic Facility**

### **Fall/Winter**

Each organizer/permit client of Canada Christian College who plans to operate a league during the fall and winter season **must commit** to a full 28 consecutive week schedule. The league must commence after Labour Day and conclude by April 30th. A 9 day break during the Christmas schedule (Dec. 24 to Jan. 1) and a 9 day break during the March Break week (Saturday to second Sunday) is allowed; however a full 28 week commitment must be maintained.

### **Fall**

Each organizer/permit client of Canada Christian College who plans to operate a league during the fall season **must commit** to a full 12 consecutive week schedule. The league must commence after Labour Day and conclude by December 23rd.

### **Winter**

Each organizer/permit client of Canada Christian College who plans to operate a league during the winter season **must commit** to a full 16 consecutive week schedule. The league must commence the week in which January 2nd falls and conclude by April 30th. A 9 day break during the March Break week (Saturday to second Sunday) is allowed; however a full 16 week commitment must be maintained.

***Exception to all of the above – when tournament play interrupts league time the permit holder can elect to reduce their seasonal commitments to match the number of tournament interruptions.***