

File Name: Use of Grounds Policy

Orig. Date: March 2006

Review Date: March 2009

Messiah College

Use of Grounds Policy and Procedure

Policy: It is the policy of Messiah College to monitor and control the use of campus grounds.

Objectives: To insure that use does not interfere with maintenance, cause damage, create unsafe obstacles, compromise aesthetics or interfere with other college events.


Responsibility:

Step Action

1. An automatic fine of \$100.00 will be charged for defacing any Messiah College property (ex. statues, trees, buildings). This is in addition to charges for restitution to repair and/or replace damaged property. Any damage found should be reported to the Department of Safety immediately for the completion of an incident report. The Department of Safety and/or Residence Life are responsible for initiating the fines.
2. No open fires or hot charcoal grills are allowed on campus. Burning on campus is permit only, under the supervision of Grounds Services or Department of Safety.
3. All activities scheduled on the lawn must be coordinated with the Grounds Services lawn mowing schedule and other Grounds Services work.
4. All trash left on outdoor campus property must be picked up daily.
5. Use of such items as water hoses, step ladders, ropes and tools, is prohibited unless authorized by Grounds Services.
6. The building of structures on campus property is prohibited unless approved by Grounds Services. A building permit must be obtained from Conference Services via Grounds Services.

7. All structures, plastic, straw, wood, etc. being placed on grass areas and property of Messiah College must be approved by Grounds Services. Designated areas must be defined.
8. The hanging of swings, hammocks, and other structures from trees on campus is prohibited as well as the climbing of trees.
9. The placement of signs on campus must be coordinated with Grounds Services. All signs must abide by the College's Signage Policy. See the "Signage Policy" (N:Policies and Procedures/Signage Policy) for details.
10. Parking and driving on other than designated areas on campus is prohibited. Summer conferences must seek permission from Conference Services, after checking with Grounds Services and Department of Safety to park or drive elsewhere on campus.
11. No set up of tents or vehicle campers is permitted on campus.
12. The use of inflatable games, dunk tanks, and other recreational equipment must be approved by Conference Services. Slip n' slides are prohibited.
13. All of the above should be discussed and understanding reached by all parties one week prior to the start of the each particular conference. Any last minute changes should be communicated by the conference organizers to Conference Services, Grounds Services and Department of Safety.

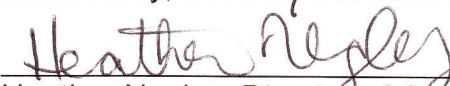
Approved
 Reviewed
 Revised



 Brad Markley, Director of Facility Services



 Jared Rudy, Grounds Services Manager



 Heather Negley, Director of Conference and Event Services



 Cindy Burger, Safety Director



 Doug Wood, Associate Dean of Students

Note - The signed copy of this procedure is filed in the Facility Services department.