

**TOWN OF DERRY, NEW HAMPSHIRE
PARKS & RECREATION DEPARTMENT**

POLICY: Don Ball Splash Pad / Playground Site Specific Rules & Group Policy

Revised: January 13, 2016

Purpose:

This policy defines the procedures and criteria for utilization of the Splash Pad / Playground at the Don Ball Park during the summer season. Due to the enormous popularity of the Splash Pad and the large number of requests and subsequent attendance from various organizations or entities bringing groups to the Splash Pad, the Town of Derry Parks & Recreation Department has outlined a utilization policy.

The intent of this policy is not to discourage or make it impossible for groups to frequent the Splash Pad, but to enable the Department to adequately manage and control the overall use of Don Ball Park as to accommodate individual patrons and Town residents who make use of it. In devising this policy, the Department also wants to address safety concerns relevant to the number of children using the facility at any given time.

General Use Rules & Regulations

- Splash Pad Park Hours: 10:00 am – 7:00 pm daily – weather permitting.
- All children must have adult supervision at all times. Children under the age of 13 must be accompanied by an adult.
- Swim suits and/or appropriate attire must be worn at all times
- Footwear / sandals are strongly recommended
- All participants must conduct themselves in a courteous, safe and family oriented manner
- Food and beverages of any kind are not allowed on the Splash Pad Park
- No glass containers or breakable objects are allowed
- No skateboards, roller blades, bicycles and scooters are allowed on the Splash Pad
- Dogs / pets / animals are not allowed on the Splash Pad & Playground areas
- Do not climb, hang swing, or pull on any of the Splash Pad Equipment
- Athletic equipment, balls, bats, beach balls, noodles, toys, etc. are not allowed on the Splash Pad
- Water guns and water balloons are not permitted
- Swim diapers are required for all children under 3 years of age
- The Splash Pad & Playground areas and the Derry Village Rotary pavilion cannot be reserved for private parties and functions. There are separate policies and procedures established for groups, birthday parties, and athletic field use and reservations.
- Please vacate the park when conditions call for thunder or lightning
- All playground structures and equipment are designed for children between the ages of five (5) and twelve (12) years of age. Please know and be cognizant of your child's abilities when using the playground equipment.
- Proper shoes or footwear is required when using the playground equipment.
- Tents are not permitted to be erected in any section of the park.
- Smoking is not permitted within twenty five (25) feet from the Splash Pad and designated playground areas and equipment.

Group Policy

- A group shall be defined as any formally recognized organization, club, agency, business and/or day care consisting of ten (10) or more members, participants and/or children.
- All groups that intend on visiting Don Ball Park with ten (10) or more children and chaperones to the Splash Pad must be preapproved and register with the Parks & Recreation Department Office in advance of the visit.
- To ensure safety, accessibility and adequate staffing levels, group days and times will be established as being on Mondays, Tuesdays, and Wednesdays from 10:00 am – 4:00 pm. Preapproved groups will only be authorized to visit and utilize the Splash Pad during these times. Groups that show up without prior registration and/or not on Group Days will not be allowed to utilize the Splash pad / facility.
- Patrons attending Department programs and/or associated with any athletic league that has reserved the ball fields for games and/or a tournament are exempt from this policy.
- There is a daily limit of 80 children, comprised from any combination of pre-registered groups, that will be accepted on any specific Group Day. This count or limit does not factor in chaperones.
- Adult supervision is required at all times with a minimum 1:8 ratio of chaperone to children within the group.
- All visiting groups and organizations are responsible for the care, supervision, and conduct of the children in the group. Group leaders or chaperones are expected to review and enforce all rules of the Splash Pad and playground equipment.
- Resident groups will be given first priority for use of the Splash Pad on subsequent Group Days. A resident group and/or organization shall be defined as having a legal, mailing address within the Town of Derry and/or be comprised/represented with at least a 75% residency status.
- Prior to the group entering the park, the chaperone must check in with assigned staff onsite at the Don Ball Park Concession. Staff will verify the group information, as well as the preapproved total number of group participants. After checking in, then the group can proceed to enter the park.
- Resident based groups are free of charge. All Nonresident groups shall incur the established outdoor scheduling fee for non-residents as in accordance with the current, adopted Department fee schedule. Payment is due at least two weeks in advance at the Parks & Recreation Department Office. This fee is nonrefundable should inclement weather occur during the scheduled visit.
- All organizations/groups will be limited to three (3) visits per month.
- Groups and organizations are not permitted to exclusively reserve picnic tables, benches, the Derry Village Rotary pavilion, the patio area, and/or any other amenity of the Don Ball Park.
- Groups and organizations are not permitted to use the adjacent ball fields unless a facility request application has been submitted and all the correlating conditions have been met and approved by the Parks & Recreation Department Office.
- The Parks & Recreation Department encourages all groups to register early. Resident based group registrations will be accepted starting on February 1st of each calendar year. Nonresident group registrations will commence on April 1st of each calendar year.
- All busses are to park, unload, and load in the designated bus parking area.

Birthday / Private Party Policy – Revised 2016

Due to the increasing number of requests to host birthday and/or other such parties at the Don Ball Park / Splash Pad during the summer season, the following addendum has been added to the established Splash Pad Group Policy:

- A party will be defined as a group of individuals, children, relatives, etc. who wish to come together to celebrate a specific event, such as a youth birthday, utilizing the Don Ball Park / Splash Pad site and/or park amenities.
- The overall guest count and/or size of the party cannot exceed thirty (30) people.
- Any patron wishing to utilize the park for any such party/event must pre-register in advance with the Parks & Recreation Department Office and complete a registration form.
- To ensure availability and adequate staffing levels, birthday parties will only be authorized and subsequently scheduled on Saturdays and Sundays between the hours of 10:00 am – 6:00 pm. Reservations will be offered in two hour time blocks only. This will only be applicable during the summer season. Patrons are not allowed to make regular, ongoing reservations. A family/patron will be limited to two non- consecutive reservations per season.
- Formal organizations, groups, businesses, non-profit, for-profit and/or political entities or businesses are not permitted to reserve this area.
- To accommodate these such requests, the patio area adjacent to the concession stand will be the only authorized and/or designated location to reserve and host any such party or function. This location can be exclusively reserved for a private birthday party.
- The Derry Village Rotary Pavilion cannot be reserved for any party or private function as it will remain open for general public use.
- The adjoining athletic fields cannot be reserved in conjunction with a private / birthday party.
- Preapproved groups will only be authorized to visit and use the patio area during these times. Groups that show up without prior registration will not be allowed to reserve the area and host a party/function.
- Adult supervision is required at all times. The individual hosting the party and/or authorized agent will be held responsible for the care, supervision, and conduct of their guests and are expected to review and enforce all rules of the Splash Pad and playground equipment.
- When possible, Derry residents will be given first consideration to schedule a birthday party.
- Patrons wishing to schedule a birthday party shall incur the established outdoor scheduling fee for residents and non-residents as in accordance with the current, adopted Department fee schedule.
- Payment is due at least two weeks in advance at the Parks & Recreation Department Office. This fee is nonrefundable should inclement weather occur during the scheduled party.
- Outside food items, such as cakes/desserts, snacks, beverages, and other food items will be permitted. Patrons reserving the patio must make their own provisions. It important to note that patrons are not allowed to use the concession stand/building to store any items associated with the party. This includes using the refrigerators and/or freezers in the concession stand.
- It is important to note that grills are not allowed.
- Smoking is not permitted in the patio area, as well as consumption of alcoholic beverages.
- Light decorations and party favors are permissible. All decorations must be listed and approved during the reservation process.
- Entertainment to coincide with any such scheduled party is not allowed. Examples include, but are not limited to:
 - Playing pre-recorded music and making use of any sound amplification
 - Having a live musical performance, band or dj,
 - Having an artistic, theatrical or children's performer
 - Commercial food vendors, such as ice cream or food trucks
 - Activities such as pony rides, petting zoos, fun bounces, piñatas, etc.

- The Department reserves the right to suspend a scheduled party in the event that the group is in noncompliance of terms within this policy and/or it proves disruptive to other patrons and/or negatively impacts overall park operations.