

Guidelines on Access and Use of Stittsville Community Centre Grove-1 Batting Cage

Stittsville Minor Softball Association (SMSA) led an initiative to establish a Batting Cage built at Stittsville Grove-1 Park. Planning, fund raising, installation, and supply of all equipment within was done by SMSA, its supporters and corporate sponsors, and with the cooperation of the City of Ottawa. Its purpose is to develop the hitting skills of players currently registered with SMSA.

Who Is Eligible To Book Time and Use the Facility?

Priority is assigned as follows for the booking and use of the Batting Cage:

- 1st Priority: Coaches of teams within SMSA (*Self-Booking*)
- 2nd Priority: Adult softball groups in Stittsville (*through Batting Cage Attendant*)
- 3rd Priority: Coaches of other softball groups outside Stittsville (*through Batting Cage Attendant*)

No access will be allowed to non-organized softball groups or individuals (only coaches and registered softball players are permitted inside the batting cage).

No access is permitted to children aged seven and under (below the Tyke level).

What Does It Cost To Use the Batting Cage?

For SMSA Coaches: There is no cost for softball players registered with the SMSA.

For non-SMSA members: SMSA operates the batting cage on a cost recovery basis for groups excluded in the aforementioned. A fee of \$10 per hour is required, payable by cheque to the SMSA and provided to the Batting Cage Attendant on arrival - No access to the batting cage will be granted without payment

How Do I Book Time?

Time is allocated based on the priority established above.

For SMSA Coaches: SMSA coaches can access the batting cage booking system at:

<http://stittvillesoftball.org/league/cagesched.htm> to book their times - If you required an account to access the system, please email: webmaster@stittvillesoftball.org. Please note that only a 1-hour allocation is acceptable during the regular season i.e. *A coach must use their allotted time prior to booking any additional cage time – This will ensure parity amongst all the coaches - Thanks.*

For non-SMSA members: Please visit <http://stittvillesoftball.org/league/cagesched.htm> to identify available time. Please send an email request to battingcage@stittvillesoftball.org providing the following information:

1. 1st, 2nd and 3rd preference for cage time given high use during the regular season;
2. Group name;
3. Responsible contact with primary *and* secondary phone #, and email address;
4. Number of users of the Batting Cage; and
5. Age group of the users.

Requests for batting cage bookings will be processed within 48 hours following the above guidelines. Due to high demand during the Regular Softball Season, bookings are **limited to 1-hour per visit**.

Can a Confirmed Booking be Cancelled? ... YES!

SMSA reserves the right to cancel pre-arranged access due to a higher priority user request. In such case the Responsible Contact for the user group will be notified via the primary and secondary phone number provided at the time of booking.

SMSA reserves the right to cancel access either pre-arranged or during use *with little or no notice* due to rain or unexpected technical, safety, or other issues. When possible, all affected requests will be denoted as CANCELLED on the SMSA Batting Cage Schedule – Please visit the schedule to re-confirm your booking during active or imminent rain.

Role/Responsibility of the SMSA Batting Cage Attendant

- Checks emails to battingcage@stittsvillesoftball.org frequently;
- Schedules use of the Batting Cage and confirms booking with the requester via the SMSA Batting Cage Schedule denoted by Date/Time/Responsible Contact;
- Unlocks the cage for use approximately five (5) minutes prior to booking;
- Ensures Batting Cage is functional;
- Reports to the SMSA on the use of the Batting cage and compliance with Batting Cage guidelines;
- Ensures the Responsible Contact places the Batting Cage, bats and balls in the storage shed after use; and
- Has the right to cancel any booking or terminate during use due to weather, equipment problems, or safety issue (Please see above for more detail).

NOTE: The Batting Cage Attendant does not setup, operate or put away equipment after use - That is the responsibility of the user group as noted below.

Role/Responsibility of User Group

- Responsible contact for the user group must be identified at the time of booking;
- A designated adult must be present to ensure and to monitor the safe use of the Batting cage and the safety of the user group;
- Must supply a proper bat and properly fitting helmet for each batter;
- Responsible contact to ensure the Pitching Machine and all bats & balls are placed in the storage shed after use, ground raked level for next user, and CAGE DOORS ARE LOCKED prior to departure; and
- Must leave the batting cage immediately if so instructed by the Batting Cage Attendant.

What if it begins to Rain?

The pitching machine must not be exposed to rain. Usage must be stopped immediately to protect the expensive machine and other items from potential damage.

Accidents can happen very quickly if balls or the pitching machine become wet – Usage must be stopped immediately for safety reasons.

Ensure all balls are picked up, equipment is put away in the shed or left covered, ground raked level for next use, and door locked prior to departure.

Thank you everyone for your cooperation