

**Grady County  
Recreation Dept.  
AT GCRD THE KIDS COME  
FIRST!!**

**Sign -up Dates for GCRD  
Programs & Activities**



**BASEBALL - SOFTBALL - TEE-BALL  
ADULT SOFTBALL**

**January thru 2<sup>nd</sup> week in February**

**FOOTBALL - SOCCER -  
CHEERLEADING**

**July thru 3<sup>rd</sup> week in August**

**BASKETBALL**

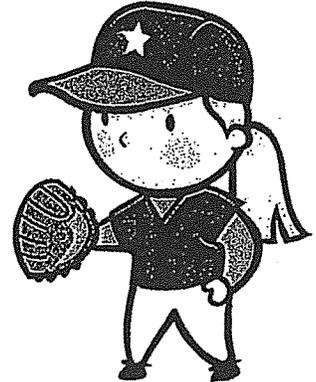
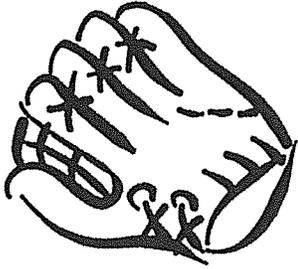
**NOVEMBER thru 3<sup>rd</sup> week in  
December**



Director  
Becky Bracewell

## Grady County Recreation Department

250 North Broad Street • Box 9 • Cairo, Georgia 39828  
Barber Park • 1816 North Broad Street • Cairo, Georgia 39827  
(229) 377-8221 • (229) 377-0381 (FAX)

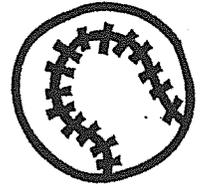


### Grady County Recreation Dept. 2015 Spring Sports Registration

**Register NOW!! January 5, 2015 thru February 16, 2015**

**BASEBALL: \$15.00 (age control date May 1<sup>st</sup>)**

**Age groups: 7/8, 9/10, 11/12, 13/15**



**GIRLS FASTPITCH SOFTBALL: \$15.00 (age control date Jan.1<sup>st</sup>)**

**Age groups: 7/8, 9/10, 11/12, 13/14,15/17**

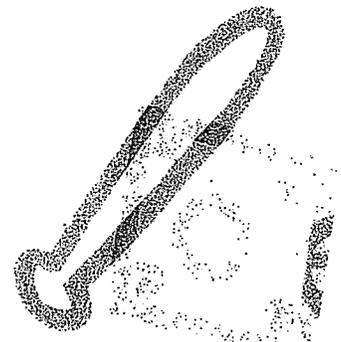
**CO-ED TEE BALL: \$15.00 (must be 4 years old on or before Jan.1<sup>st</sup>)**

**Teeball will begin games in April**

**For More Information Contact us at 377-8221**

**1816 North Broad St. Cairo,GA.**

**OFFICE HOURS: Monday – Friday 8:30 am- 5:30 pm**







Director  
Becky Bracewell

## *Grady County Recreation Department*

250 North Broad Street • Box 9 • Cairo, Georgia 39828  
Barber Park • 1816 North Broad Street • Cairo, Georgia 39827  
(229) 377-8221 • (229) 377-0381 (FAX)

### **G.C.R.D. BARBER PARK** **LIGHT & FIELD USAGE CONTRACT 2015** **FOR CAMPS AND TOURNAMENT TEAM PRACTICE** **SESSIONS**

1. During Off Season:

- 6 One-Hour Sessions - \$50.00

---

2. Limited Time Slots Available Only:

- MONDAY, TUESDAY & THURSDAY
- 8:00 P.M. LIGHT Cut Off Time

**NO REFUNDS IF NOT USED ON SELECTED  
DATES AND TIMES**

Person/Team using field is responsible for clean up .

---

Signature

---

Date



Director  
Becky Bracewell

## *Grady County Recreation Department*

250 North Broad Street • Box 9 • Cairo, Georgia 39828  
Barber Park • 1816 North Broad Street • Cairo, Georgia 39827  
(229) 377-8221 • (229) 377-0381 (FAX)

### Memorandum

**From:** Becky Bracewell  
Grady County Recreation Department Director

**Date:** January 14<sup>th</sup>, 2015

**RE:** Field rental/usage, soccer and tennis courts for  
Monetary gain camps/tournament play

There will be a \$50.00 charge per field, per day and an additional cost of \$50.00 per field for light usage. \_\_\_\_\_

There will be a \$50.00 charge for use of tennis courts based on 6, one-hour sessions for use of lights. \_\_\_\_\_

Soccer field usage- \$50.00 per 6 sessions with a \$50.00 light fee if lights are used. Refer to complex terms for tournament play, supervisor fees, and deposits for clean-up fees. \_\_\_\_\_

A \$100.00 deposit will be charged for a clean-up fee at the baseball and softball complexes, but will be refunded if park clean-up meets approval from park maintenance supervisor. \_\_\_\_\_

There will be supervision at the complexes by a County employee at all times during Baseball and Softball tournaments. \_\_\_\_\_

A charge of \$15.00 per hour will be payable to the supervisor on site at the complexes at the time of service for Baseball and Softball tournaments. \_\_\_\_\_

For more information, contact the Grady County Recreation Department at 229-377-8221 or 229-224-2640. \_\_\_\_\_

\_\_\_\_\_  
Date tournament held

\_\_\_\_\_  
Tournament Host

## I. PHILOSOPHY

### Grady County Board of Commissioners Recreation Department Mission Statement

The mission of the Grady County Board of Commissioners is to promote the use of recreation in generating an exciting, dynamic quality of life by providing the highest quality facilities and programs to meet the ever-changing needs and the physical, social, and emotional interests of individuals of all ages and abilities. The board will preserve and protect land and resources for the enrichment of the community and future generations.

### Grady County Board of Commissioners Recreation Department Goals

- ◆ To maximize human, capital and operational resources in an efficient, effective and responsible manner.
- ◆ To encourage and promote a healthy community through education and participation.
- ◆ To provide innovative and quality opportunities that create positive experiences for a diverse population.
- ◆ To develop an evolving visionary Barber Park Master Plan.
- ◆ To establish, preserve and maintain a comprehensive aesthetically appealing park that stimulates participation.
- ◆ To design facilities and create events that attract tourism, promote economic development and foster a positive image of Grady County.
- ◆ To cultivate citizens' input, ensure exemplary customer service, and develop advocates.
- ◆ To develop and promote opportunities to expand Parks programs through partnerships, cooperative agreements and with creative utilization of facilities.

## II. CUSTOMER SERVICE

### Who Are Customers...and How Are They Defined?

- CUSTOMERS are the most important people who enter our park and offices, either in person or by phone.
- CUSTOMERS are not dependent upon us...we are dependent upon them and their need for service.
- CUSTOMERS are not an interruption of our work...they are the purpose for our work. We are not doing them a favor by tending to their needs...they are doing us a favor by giving us an opportunity to do so.
- CUSTOMERS are not outsiders to our organization...they are the reason for its existence.
- CUSTOMERS are human beings with feelings and emotions, just like our own.
- CUSTOMERS are not people to argue with...no one will ever win an argument with a customer.
- CUSTOMERS are people who bring us their needs...it is our job to fulfill them.

### Our Services and the Customer's Needs

Our CUSTOMERS are individuals, young or old, who participate in a program or enroll a child in a program. They may be entering our offices to obtain information or register. When individuals enter the facility, it is important for the Recreation Department staff to assess the customers' needs and provide them with the quality service they expect. Quality Customer Service must govern the entire operation of the Recreation Department in order for it to obtain the goals and objectives set by the Board of Commissioners.

The Recreation Department provides the county with a variety of services. We offer numerous youth and adult programs. In addition, we give the public an opportunity to use Barber Park for private use.

### III. BARBER PARK GENERAL RULES, REGULATIONS AND POLICIES FOR PARTICIPANTS

1. All participants must pay the appropriate fees at the Recreation Department office.
2. Patrons assume the risk of participating and accept all responsibility for injuries which may be incurred.
3. Smoking and the use of any tobacco products, as well as, alcoholic beverages, drugs and gambling are not permitted at Barber Park. Offenders will be asked to leave and the proper authorities will be notified.
4. Proper and appropriate dress is required. Shirts and shoes or sandals must be worn at all times
5. Proper and appropriate athletic footwear is required to participate on the fields.
6. Patrons participating in harassing and/or violent behaviors (i.e., fighting) will receive immediate disciplinary action.
7. Patrons are not permitted to use the office phone. The office phone is reserved for business purposes and emergency situations. In addition, the Recreation Department will NOT perform personal pages.
8. Loitering is not permitted at Barber Park or adjacent to its entrance.
9. Profane and/or abusive language is not permitted and will not be tolerated. Repeat offenses will be cause for disciplinary action.
10. All patrons must conduct themselves in a safe and orderly manner. Playing in a rough manner is not allowed.
11. Neither pets nor animals are allowed at Barber Park except those animals acting as personal guide dogs.
12. Except as expressly allowed by federal or state law, no one may discharge a firearm at Barber Park.
13. In cases of serious misconduct, the Grady County Sheriff's Office will be called. In cases involving children, parents will be notified.
14. No open flames are allowed other than County-approved concessionaire.
15. Patrons who violate any of these or any other Barber Park policy can be removed or suspended for the following reasons:
  - A. Violating the Grady County Barber Park General Rules and Regulations.
  - B. Not following the requests and instructions of Recreation Department staff.
  - C. Any other action that is detrimental to the patrons' safety and the orderly operations of Barber Park.
16. Children seven years of age and under must be supervised by a parent or guardian 18 years of age or older when playing at Barber Park.

17. Establishing “proof of residency” is the responsibility of the patron. Individuals can prove that they are a Grady County Resident by presenting one of the following items to staff members:

Drivers License  
Water or Utility Bill

Lease Agreement  
Property Tax Bill

Car Insurance Card

If a patron cannot establish residency with one of the above items, the patron cannot participate in any program.

**THE RECREATION DIRECTOR OR STAFF REPRESENTATIVE HAS ON-SITE FINAL  
AUTHORITY IN ALL FIELD MATTERS, ISSUES AND DECISIONS.**

**Barber Park**  
**Facility Rental Policies**

In order to facilitate the smooth operation and transition of rentals/tournaments, the following policies apply. A renter must be aware that other rentals may precede or follow his/her rental.

I. BEFORE THE RENTAL

1. Renters may use facilities only for the purpose of private tournaments or functions or meetings for non-profit community service organizations unless approved by the Recreation Director. Renter must be at least 21 years of age.
2. Private sector tournaments can charge admission. Private sector tournaments may use Barber Park's name in advertising and/or publications for private sector tournaments.
3. A certificate of insurance is required if the renter charges a gate fee or registration fee. Renter may retain 100% of gate charged.
4. The full rental fee is required to reserve the rental.
5. Cancellations made at least two weeks prior to scheduled date will receive a full refund. Cancellations made less two weeks but no more than three days before the rental will receive a 50% refund.

II. DURING THE RENTAL

1. Renter and guests using the facility will comply with the laws of the State of Georgia, Grady County and the policies of the Board of Commissioners. No acts of gambling are allowed. Alcohol is strictly prohibited on the premises. Renter is responsible for making sure that no guest is under the influence of a controlled substance.
2. Children should be supervised at all times and remain with the renter or renter's group. One adult chaperone must be provided for every 15 minors (under 18 years old.)
3. Supervisor will clear the field of previous or uninvited guests.

III. AFTER THE RENTAL

1. Facility must be cleaned and left in the original condition when the rental is over. Trash must be picked up, tied in bags and discarded in appropriate containers. Renter and guests must take all belongings when the contracted time is over. The Grady County Board of Commissioners is not responsible for lost or stolen property.
2. The Department reserves the right to cancel a rental or shift the rental in the event of uncontrollable circumstances. Fees will be refunded if this right is exercised.

## IV. STAFF MONITORING OF PATRON CONDUCT

### Tips for Good Discipline

1. Anticipate problem situations. Be pro-active and stay one step ahead of a potential problem. Try to defuse the problem immediately if it arises.
2. Whenever possible, provide the patron with an explanation for "why" the rule is necessary and is being enforced.
3. Be familiar with Barber Park rules and regulations. More importantly, make sure that you enforce them in a fair and consistent manner.
4. Assist other employees when they are enforcing a rule. Possibly, you can provide the patron with further information to clarify the situation.
5. Be firm, but courteous when enforcing the rules. Be respectful of the patron's feelings and do not embarrass them.
6. Refer an unsatisfied or persistent patron to the Recreation Director for further assistance.

### Minor Misconduct

In case of misconduct of a minor nature, stop the action, remind the patron(s) of facility's rules and verbally warn them of the consequences if the offense occurs again.

Should a minor violation occur following a verbal warning, take action that is appropriate for the offense. The discipline sequence for minor violations are: (1) a verbal warning, (2) sitting the patron "out", (3) referring the patron to management, (4) expelling the patron from the facility.

### Minor Violations

The following is a list of minor violations. This is not an all-inclusive list.

1. Improper dress
2. Minor profanity
3. Failure to follow Recreation Department staff verbal instruction
4. Littering
5. Minor harassment of other patrons or employees
6. Violation of rules and regulations
7. Improper use or misuse of equipment

### Major Misconduct

In the case of major misconduct, the patron should be notified that he/she is suspended from the facility. Should the incident be in violation of the law, County ordinance, board policy or endanger the safety of other patrons, the Sheriff's Office should be notified immediately. At the time of the suspension, it is critical for staff to complete the necessary reports and inform the Recreation Director immediately of the situation. A written report and additional information should be submitted to the Recreation Director who will forward to the County Administrator the following day.

## **Major Violations**

The following is a list of major violations. This is not an all-inclusive list.

1. Fighting
2. Excessive and/or abusive profanity
3. Vandalism or abuse to building, property or equipment
4. Theft
5. Use or possession of alcohol or drugs
6. Defiance of personnel
7. Discharging a firearm at Barber Park.
8. Major harassment of other patrons or employees
9. Suspension violation
10. Excessive arguing
11. Smoking

## **Suspension Actions**

<b>Number and Type of Violation</b>	<b>Forms of Disciplinary Action Taken</b>
1 - 2 minor violations	Suspend from game
3 or more minor violations	Suspend for the season's activity
1 major violation	Suspend for the season's activity
2 major violations	Suspend for that year
3 or more major violations	Ban from Barber Park for 5 years

Exact length of suspension will be determined according to the seriousness of the violation with the final approval of the Recreation Director.

No violators may enter Barber Park or participate in activities during the suspension period without the permission of the Recreation Director. Violating suspension will be counted as a major violation and will automatically cause the suspension period to be lengthened or taken to the next disciplinary level.

## **Uncooperative Patrons and Conflict**

Whenever a patron becomes uncooperative and refuses to follow the rules or employee requests, refer him/her immediately to the management staff. If the patron continues with his/her uncooperative behavior, there is a possibility that the situation could escalate into a conflict. If conflict does arise, the following three steps will help defuse the situation.

1. Ask the patron his/her opinion of what the problem is.
2. Ask the patron how he/she feels about the situation and why.
3. Ask the patron what corrective actions he/she thinks need to take place.

Follow these three steps for both parties and then resolve the conflict with a fair and appropriate decision.

In the situation where a conflict results in violent behavior between patrons, the staff must act to protect the safety of other patrons. If violence erupts, it must be eliminated immediately. Staff members need to address these situations very carefully so that they do not endanger themselves or other individuals. Remember the following guidelines when responding to violent situations:

1. Call 9-1-1.
2. Clear the area if the safety of other patrons is threatened.
3. Keep your distance from the violent individual(s).

## V. EMERGENCY INFORMATION

### Emergency Action Plan

**If a participant is injured or requires first aid or CPR:**

1. Call 9-1-1. Report the situation to the 9-1-1 operator and make sure the 9-1-1 operator hangs up first.
2. Await EMS arrival.
3. Get names, addresses and phone numbers of all witnesses.
4. Complete the accident/incident report form.
5. Notify the Recreation Director as soon as the situation allows you to do so.
6. DO NOT give any information to the media or public.

### Accident Reports

Even though we continuously stress safety, incidents may occur. In the event that a patron or employee sustains an injury at Barber Park, an accident/incident report must be completed in full detail regardless of how minor the incident might seem. This report protects both the Grady County Board of Commissioners and the employee should questions arise at a later date. Reports are to be submitted on a daily basis to the Recreation Director.

### Response to Potential Claimants

Any Grady County Recreation Department employee who is approached by a patron inquiring about an incident or injury will refer the patron to the Recreation Director. Employees will not mention the filing process, nor will they volunteer any information regarding an incident. Specifically, at no time will an employee offer information to the public, either in written or verbal form concerning an incident.

### Responding to the Media following a Serious Injury or Incident

Following an injury and/or incident DO NOT discuss the situation, release information about the victim, express your opinion or admit fault. Refer all inquiries to the Recreation Director.

### Minor Injuries or Incidents

In situations that require minor first aid, offer a paper covering and ice. Recreation Department staff will perform this service and ensure that the proper report is completed for the care given.

## **Other Injuries or Incidents**

Call EMS.

## **Environmental/Weather Related Emergency Procedures**

In addition to the preceding information on emergency procedures, each staff member needs to be familiar with the emergency procedure for fires and tornadoes:

### 1. Procedures for Fires

In the event of a fire, staff should remain calm and provide leadership for SAFE and quick evacuation of the affected area of Barber Park. Staff members should be aware of the exits from the facilities and where they lead. Notify the Grady County Fire Department. Following the evacuation of the affected area, call EMS for first aid to those in need. Afterward, gather information from any witnesses and submit an Accident/Incident Report to the Recreation Director.

### 2. Procedures for Tornadoes

This plan is to ensure that proper emergency procedures will be carried out in the event of a tornado. If a TORNADO WARNING is issued for the immediate area, cancel all events.

**THE RECREATION DIRECTOR OR STAFF REPRESENTATIVE HAS ON-SITE FINAL  
AUTHORITY IN ALL FIELD MATTERS, ISSUES AND DECISIONS.**