 <p>General Affairs</p>	<p><i>Raleigh Chinese Christian Church</i></p> <p>Guideline for Using the Multi-Purpose Room for Recreational Activity</p> <p>Revision 1 (May 05)</p>
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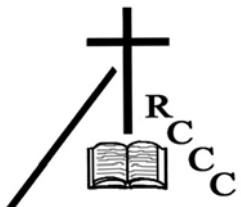
## 1. Purpose and General Policy

- 1.1 God has blessed us abundantly in providing a new building with a multi-purpose room (MPR) for worship and for other multi-purpose uses including recreational activities. The MPR room is near high school regulation size gym and is equipped with two motorized retractable basketball goals.
- 1.2 Use of the MPR for recreational activities is intended for the enjoyment of RCCC members or congregants only. It is not to be open for community use. Outsiders may be invited to participate by a member and only when accompanied by that member.
- 1.3 All participants must adhere to the rules governing the use of the MPR with respect to behavior, safety, and preservation of the premise. Misbehavior or abuse of the MPR or any contents will not be tolerated and any perpetrator will be asked to leave. If abuse or infractions continue after warnings, the MPR may be closed for further play.
- 1.4 Only scheduled/established times may be used for recreational use, and can be preempted by other church functions or other scheduled activities as deemed necessary by the Elder Board or Chairman of the Deacon Board. In short, recreational use of the MPR must be secondary to the activities of the church calendar.
- 1.5 A schedule of approved times for recreational use of the MPR shall be published by the Recreation Committee. Only approved scheduled times are for recreational use. There will be no recreational use of the MPR after 4 pm on Saturdays. The MPR must be prepared and arranged for Sunday worship services.

## 2. Oversight of the MPR for Recreational Use

### 2.1 General Oversight

- 2.1.1 The Recreation Committee oversees the MPR for recreational use and is chaired by the Deacon of General Affairs.
- 2.1.2 The Committee is comprised of a minimum of three adult church members.
- 2.1.3 The Committee is to enforce the observance of this usage guideline relative to sports usage of the MPR.
- 2.1.4 The Committee shall select a number of adults to be "captains" to be present and responsible during the hours when the MPR is open for recreational use. The captains may be members of the Recreation Committee.

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2.1.5 The Recreation Committee is to establish a schedule of play times. The schedule of use must be observed and not abused. Captains or committee members are to enforce the dictates of this usage guideline and observe the schedule. See Section 10 below.

## 2.2 Site Oversight

### 2.2.1 Responsibility of Captains

2.2.1.1 Open and close church (all lights turned off and all 21 exterior doors locked. The security alarm must be activated when closing the church.

2.2.1.2 Pre- and Post game setup and cleaning of the MPR.

2.2.1.3 Maintain a usage log of all groups using the MPR for recreational activities. Maintain a players' log of all players involved in the use of the MPR with each player signing the log before beginning play.

## 3. Preparation of the MPR for Recreational Use During the Week

3.1 Prior to the scheduled play time, the players are to gather appropriate help and store the chairs. It is the responsibility of each participant to move and store chairs with care.

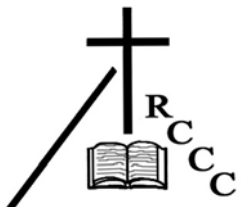
3.2 Neatly and carefully stack the chairs (no more than seven chairs high) and move as many as possible to the two storage rooms using the chair dolly. The remaining chairs may be placed along the walls of the MPR and stage. Do not place the stacked chairs too close to the wall to avoid damaging the wall.

3.2.1 All chairs are to be lifted off the floor and stacked for moving on the chair dolly.

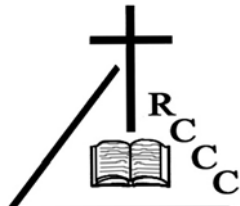
3.2.2 Under no circumstances are chairs be dragged on the floor or carpet. If you cannot lift the chair, leave it and don't drag it.

3.2.3 Do not block doorways with stacked chairs. This is a potential fire hazard and a violation of the safety code. (We have been cited already so expect the Town of Cary fire inspector to come any time unannounced.),

3.3 Close the covers to the grand piano and cover all other musical instruments such as the drum set. Move the microphone and music stands to one side of the stage. No sports participant(s) should be playing any of the instruments during the sports activity.

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- 3.4 Always close the A/V room doors or other room doors while play is in session.
- 3.5 No shooting the basket unless the basket goal has been lowered and in the appropriate position. Lower each of the basketball goals using the special key to unlock the switch.
- 4. Preparation of MPR for Sunday Service (Re-Setting the Chairs)
  - 4.1 It is the responsibility of the Worship Deacon and the Recreation Committee to ensure that the MPR is readied for worship for Sunday morning (chairs set up on Saturday night and appropriate action taken to ensure that the MPR is ready for Sunday service).
  - 4.2 All players are responsible to help the captain to reset the chairs appropriately if there is a need to do so. From time to time, certain activities or services held on Fridays will require the set MPR. Please cooperate to restore the MPR's order.
- 5. Participant Behavior and Proper Attire
  - 5.1 Each participant must follow this usage guideline and understand the responsibility. Participants may be expected to sign a use covenant.
  - 5.2 No horseplay is allowed. No rough play is allowed.
  - 5.3 Be respectful and mindful of safety, both yourself and of others in the room.
  - 5.4 Do not throw the ball deliberately or carelessly at others or at equipment or at the hanging microphones above the stage. No deliberate punching or kicking the ball is allowed.
  - 5.5 Bouncing the ball on the wall or any object on the wall on purpose is a direct violation of this guideline, and when this occurs the violator will be suspended immediately.
  - 5.6 No dunking the ball or hanging on the basketball rim is allowed.
  - 5.7 Appropriate behavior and language are expected. No abusive or profane language or gesture will be tolerated.
  - 5.8 All players must wear gym shoes; no street shoes are to be worn for playing and running. Gym shoes are not to leave black skid marks on the carpet.
  - 5.9 All players are to towel frequently to avoid dripping sweat on the carpet to soil it.



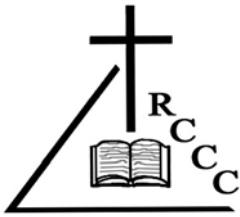
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- 5.10 All players are to wear either a sleeve-less or T-shirt when playing. Guys are not to be topless ("skins") and appropriate shorts are expected.
  - 5.11 Girls are to dress modestly, one piece shirt/blouse without open midriff or tight shorts.
  - 5.12 Do not sit on the window sill or rest the sole of your shoes on the wall when leaning against the wall.
  - 5.13 When there are more players than the facility can accommodate playing at the same time, players will be grouped into teams. At most only two 5-player teams can play a full court game or four 4-player teams can play half court game at any given time. If a team has won two consecutive games, the winning team must give up their turn for the waiting team.
  - 5.14 Do not leave any personal belonging behind or they will be discarded. Do not leave any debris behind; you must clean up after yourself. Any persistent infraction will be cause for reprimand and may result in forfeiture of privilege to use the facility.
  - 5.15 When the room is used for other purposes, basketball play will not be allowed.
6. Eating/Drinking
    - 6.1 No eating or gum chewing of any kind is allowed in the MPR.
    - 6.2 Only bottled water is allowed in the MPR.
    - 6.3 No open or closed cups of any beverages are allowed (e.g., beverage cups from fast food establishments or plastic or insulated mugs).
    - 6.4 Drinks are to be placed on a table in the foyer/lobby and drunk there during breaks.
7. Accidents and Injuries
    - 7.1 An accident may occur during play. Any injury sustained during play or occurring on the premise is borne by the participant and Raleigh Chinese Christian Church is not liable for such injuries.
    - 7.2 Any player with an injury should seek medical attention immediately.
8. Damages to the Facility
    - 8.1 Any damage to the facility caused by the player will be assessed by the Committee.



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8.2 The participant(s) who caused the damage are fully responsible for the total costs of repair and/or replacement.

### 9. Types of Activities/Games Permitted

9.1 Approved activities are listed.

Allowed
Basketball
Badminton

9.2 Other activities that may have negative connotations, such as dancing and rock concerts are not allowed.

### 10. Schedule of Play

10.1 Recreational use of the MPR is permitted on any day except Wednesday (prayer meeting) and not to interfere with any church scheduled activity or program. Play on Saturdays must stop by 4pm so that the room can be restored for Sunday worship service.

10.2 There will be no open gym on Fridays which is reserved for youth group activities.

10.3 All sports activity must stop by 10:00 pm or earlier at the discretion of the captain except Saturday (by 4pm) and the building secured for the evening.

10.4 The schedule is maintained and published by the Recreation Committee with concurrence of the Elder Board.

### 11. Applying to Use the MPR for Play (Reservation for scheduled play)

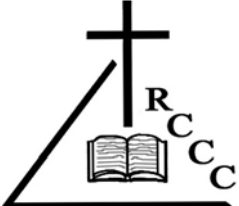
11.1 Complete the attached activity/reservation form and submit it to the Deacon of General Affairs (one form for each scheduled time of play applicable to a three month period).

11.2 Only scheduled time for play is allowed; spontaneous play is not allowed.

11.3 An adult captain must be present during play for liability matters.

11.4 The schedule of play should be posted on the church website by the Secretary Deacon as alerted by the Deacon of General Affairs.

### 12. Self-Enforcement of MPR Guide

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12.1 Not only are players expected to follow the dictates of this Guide, they are also expected to “admonish the unruly” (1 Thessalonians 5:14) who do not follow the dictates of the Guide. Players are stakeholders and each must do his/her share to not only follow the rules but also to enforce them.

12.2 Complacency or other infractions can lead to halting of play and closing of the MPR.

13. Parking

13.1 Players are expected to park in the marked spaces in the parking areas.

13.2 Parking under the canopy or other illegal parking (such as in marked fire lanes) is prohibited.

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By signing this Agreement, the signer consents to the entire terms and conditions as stated therein in this Guide:

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone #: \_\_\_\_\_

Please detach and return the whole sheet to the Captain. One sheet per season is to be kept on file.