

<b>School:</b>	<b>AE Cross</b>
<b>Sport(s):</b>	<b>Dodgeball, Multi-Sport</b>
<b>Last Updated:</b>	<b>January 12, 2019 JA</b>
<b>General Info:</b>	You can park in the North Side parking lot and then enter the school through the main entrance (East side of the school). We use the main gym which can be found immediately to the right as you enter the main entrance. May enter the school early, however must be out of the gyms before end of the permit time.
<b>Where is Equipment:</b>	GCs will bring equipment to facility
<b>Caretakers:</b>	Mark Lang and Al Scott, work rotating shifts, so you could have either one.
<b>Special Requests:</b>	Please do not allow players to warm up in the hallways. Keep the gym tidy.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Belvedere-Parkway</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>Oct 27<sup>th</sup>, 2015 (JA)</b>
<b>General Info:</b>	Can park in either parking lot on both sides of the school, closest parking lot to entrance is on the right side of the school when looking at the school. The only door that will be unlocked will be on the north (right) side of the building. The extreme north doors will always be locked, but 10 metres to the south-west there will be a set of three doors – the middle one will be unlocked. Gym is straight ahead at this point.
<b>Where is Equipment:</b>	Balls will be stored in the storage room, on the right hand side as you leave the gym heading to the front of the school. On top shelf as you walk in. Usually the caretaker will have brought the box out and set it to the right of the stage in the entrance way.  Washrooms are located just outside the gym at the top of the stairs.
<b>Caretakers:</b>	Caretaker: Joyce. Joyce is very helpful and is willing to help with whatever you need. Just ring doorbell near the front entrance if you can't find her.
<b>Special Requests:</b>	Please make sure to remove all outdoor shoes before entering the gym.  The small doors below the stage will open when hit by a dodgeball. <b>THESE ARE A HAZARD!</b>  Place two benches in front of the stage doors so that they don't swing open.
<b>IMPORTANT NOTES:</b>	<b>Please ensure players remain in the area closest to the gym (do not move around school). There are washrooms in the hallway adjacent to the gym.</b> <b>FIRST AID KIT: Available in caretaker's office if necessary.</b>  <b>Doors of the school will be locked after CSSC gains entry. GC's are encouraged to send players to check the doors when it's getting closer to the next game time.</b>  <b>**Doors below stage constantly pop open. Please place two of the four benches in front of the doors to prevent this from happening. **</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Bishop Kidd</b>
<b>Sport(s):</b>	<b>Soccer, Volleyball</b>
<b>Last Updated:</b>	<b>February 24, 2014 (KF)</b>
<b>General Info:</b>	Entrance on the left hand side of the parking lot (through the main doors) Gym is located on left hand side of main foyer
<b>Where is Equipment:</b>	Soccer nets are stored in the gym equipment room in the back right hand corner. Soccer balls, and pump box labeled CSSC.
<b>Caretakers:</b>	
<b>Special Requests:</b>	<p>The caretaker is very particular about players taking off their outdoor shoes as soon as they enter the facility, please ensure you monitor this. <b>The caretaker has also complained about players coming too early and sitting the halls before games. Please try hard to monitor this and keep the caretaker happy.</b></p> <p>Players have unlocked side doors that should not be unlocked. Please check to make sure all the side doors are locked before leaving the gym.</p>
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	<p>People coming too early and waiting in the halls before the game.</p> <p><b>Remind players to remove their outdoor shoes, as the caretaker does not like when his floors get dirty.</b></p>

<b>School:</b>	<b>Bishop McNally</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>September 25<sup>th</sup>, 2018 (JA)</b>
<b>General Info:</b>	<p>Park in the main parking lot at the south end of the building. Enter through the doors and the gym will be to the left.</p> <p>The main and aux gyms are side-by-side.</p>
<b>Where is Equipment:</b>	No equipment stored at facility
<b>Caretakers:</b>	
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Braeside</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>January 13, 2018 (JA)</b>
<b>General Info:</b>	Main staff/visitor parking lot; Main doors will be unlocked for players. Gym is located east of the main doors (straight ahead). If there are any problems please ring the doorbell.
<b>Where is Equipment:</b>	All equipment is brought by the GC.
<b>Caretakers:</b>	Day caretaker: Mr. John Duhoop Night: Julio
<b>Special Requests:</b>	Please have players use appropriate footwear. No gum/food. Make sure you leave the facility on time. Washrooms are in same hallway as caretakers room.  Advise players not to go through locked hallways. There was an issue where someone pulled so hard that it broke the lock.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	<b>Players trying to get into the hallway via the locked doors. Please remind players they are not to do this as one player pulled so hard he broke the lock.</b>

<b>School:</b>	<b>Calgary French and International School – North and South Gyms</b>
<b>Sport(s):</b>	<b>Basketball,</b>
<b>Last Updated:</b>	<b>September 24<sup>th</sup> 2019 (JA)</b>
<b>General Info:</b>	<p>Players can park in the visitor parking stalls or the main parking lot that is located on the West side of the building. Enter the school through the single door that is to the immediate right of the main entrance.</p> <p><b>North Gym</b> – Once entering the school, turn left and proceed down the long corridor/hallway. The gym is located in the high school wing at the north end of the school, past the staircase and washrooms.</p> <p>Players must use the washrooms located outside of the gym, below the stairs after entering the high school wing. They cannot use the washrooms located in the gym.</p> <p><b>South Gym</b> – Once entering the school, turn right and enter the hallway and take your first left to enter the gym doors.</p> <p>Washrooms are located right outside of entrance to the south gym.</p> <p>For both gyms, the CSSC has been given permission to use the scoreclock. Please find the on-site staff to get access to the score clock and utilize it for all games.</p>
<b>Where is Equipment:</b>	<p><b>North Gym</b> – Any equipment needed will be located in the equipment room that is in the NW corner of the gym. We do have access to use the scoreclock and it should be utilized for all games.</p> <p><b>South Gym</b> – Any equipment needed will be located in the equipment room that is in the SE corner of the gym. We do have access to use the scoreclock and it should be utilized for all games.</p>
<b>Caretakers:</b>	Peter Hines is our on-call contact and his phone number is 403-874-9852
<b>Special Requests:</b>	<b>North Gym – Please do not allow players to extend the bleachers. They are controlled by a remote and if we pull them off track it is a large fee to get it back on the track. Please ensure you tell ALL PLAYERS not to do this!</b>
<b>IMPORTANT NOTES:</b>	<b>Players will need to remove their outdoor footwear and leave them on the mats/inside the boot room as they enter the school.</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Calgary Soccer Centre – Bravo + Charlie Field</b>
<b>Sport(s):</b>	<b>Boarded Turf Soccer</b>
<b>Last Updated:</b>	<b>October 17<sup>th</sup>, 2019</b>
<b>General Info:</b>	<p>Players can park in the main parking lot located on the North side of the building. If that lot is full, there is overflow parking located to the West of the building.</p> <p>Enter the facility through the main doors on the West side of the building. As you enter, there will be facility attendants at the entrance. Simply state you are here for CSSC bookings and proceed down the stairs directly in front of you.</p> <p>After going down the stairs, take an immediate left and turn right toward the NE corner of the main building. There will be an entrance to the Annex building there.</p>
<b>Where is Equipment:</b>	GC is required to bring the equipment to the facility
<b>Caretakers:</b>	There are permanent staff on site each and every booking.
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	<p><b>Please utilize the scoreclock for all bookings. Instructions for how to use the clock are beside the scoreclock.</b></p> <p><b>Players do get the luxury of using the locker rooms. There will be a display in the main entrance telling them which room they are in.</b></p>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Captain John Palliser</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>September 29<sup>th</sup>, 2016 (RF)</b>
<b>General Info:</b>	Use the main doors to enter the school. The gym is located immediately to the left as you enter the school. The washroom are located to the right in the same hallway.
<b>Where is Equipment:</b>	No equipment is stored at this gym.
<b>Caretakers:</b>	The PM caretaker for this school is Andre.
<b>Special Requests:</b>	Doors are locked 15 minutes after the start of the permit. Doorbell will have to be rang and/or teams will have to check the door while on the bench
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Central Memorial</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>September 15<sup>th</sup>, 2018 (JA)</b>
<b>General Info:</b>	You can park in the main parking lot. Please do not park in any reserved stall at any time! After entering the school from the main entrance, walk straight until you see a downward ramp (you will see the main office sign) turn right before going down the ramp. Continue along that hallway (left around the corner – the gym door will be right there). The door might be locked to enter the gym; if so, please ask the caretaker to let you in.
<b>Where is Equipment:</b>	GC will bring the equipment
<b>Caretakers:</b>	
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Chinook Park</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>November 22<sup>nd</sup>, 2017 (JD + BC)</b>
<b>General Info:</b>	Players are able to park in the staff parking lot. Come in the main doors to the school and the gym is down the main hallway on the right. FIRST AID KIT: There is a kit that we may use on the wooden box in the corner of the gym to the left of the stage.
<b>Where is Equipment:</b>	Games Coordinators will bring their own set of equipment.
<b>Caretakers:</b>	Caretakers are Alex and Sean - they rotate shifts with Alex primarily in the days
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	<p>Make sure that participants stay off of the wall equipment. If benches are moved from the floor to the stage area they must be returned back to the floor area before we leave. As well, be careful with the bulletin boards on the walls; please replace anything that gets knocked down.</p> <p><b>Please make sure scuff marks are removed or players aren't wearing black soled shoes (ask both teams after the final game of the night to remove any scuff marks they see); we have had official complaints from this school in the past, please ensure you are out of the school prior to the end of your permit time.</b></p>
<b>PAST COMPLAINTS:</b>	<b>We have received complaint in the past with players leaving scuff marks on the gym floor and players leaving the gym late. Please ensure you check all shoes before starting and that you are out on time</b>

<b>School:</b>	<b>Collingwood</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>January 13, 2017 (BC)</b>
<b>General Info:</b>	Players are able to park in the staff parking lot. Come in the main doors to the school and the gym is down the main hallway on the left
<b>Where is Equipment:</b>	GCs will bring equipment to the facility,
<b>Caretakers:</b>	
<b>Special Requests:</b>	Remove outdoor shoes at the entrance
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>David Thompson</b>
<b>Sport(s):</b>	<b>Soccer, Basketball</b>
<b>Last Updated:</b>	<b>January 9<sup>th</sup>, 2017 (BC)</b>
<b>General Info:</b>	Players are to enter the school through the main doors, they should be open. The gym will be immediately down the flight of 4-5 stairs and to the left.
<b>Where is Equipment:</b>	Soccer frames are kept in a room just outside the gym, there is a sign on the door that says eye wash station. It is right beside the boy's washroom. There are 3 yellow soccer balls. They are kept in a box either in the caretaker's office, or in with the frames. The caretaker's office will likely be locked. You will need to locate them if this is the case.
<b>Caretakers:</b>	Caretakers: Head Gym Teacher: Mr. Adam Bailey Facility operator: Mr. Pearson
<b>Special Requests:</b>	Wear proper footwear, clean up any mess you make and return any benches that you have moved. Please leave school on time as the caretakers would like to secure the school.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Dr. Gordon Higgins</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>September 23<sup>rd</sup>, 2025 (JA)</b>
<b>General Info:</b>	<p>Main entrance is located on the East side of the school. Players may park in the main parking lot or along the street. As you enter the school, the gym is located to the right of the entrance.</p> <p>There are two doorbells at this school. One to notify the main office (the most obvious one), and one for the rest of the school. If you are having trouble entering, press the small black button to the upper right of the main doorbell.</p>
<b>Where is Equipment:</b>	Equipment is not stored at this facility. GCs will bring equipment
<b>Caretakers:</b>	Some of the friendliest caretakers you'll find. Always nearby if you need anything!
<b>Special Requests:</b>	No special requests at this time.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Ecole De La Rose</b>
<b>Sport(s):</b>	<b>Basketball/Dodgeball</b>
<b>Last Updated:</b>	<b>October 28<sup>th</sup>, 2019 (KP)</b>
<b>General Info:</b>	Enter through the east parking lot (doors closest to centre street). If doors are not unlocked, then ring the doorbell located on the left side of the doors. This may be covered with scotch tape There are washrooms located within the gym. DO NOT prop the doors open at this facility. Check the doors periodically / have players check the doors for their teammates.
<b>Where is Equipment:</b>	No equipment stored at the gym.
<b>Caretakers:</b>	If you require assisting after hours or have issues getting into the gym, please call the caretaker Treety at 587-703-0391. If Treety cannot be reached please call Jason at 403-701-6998 or Shivani 403-831-3737. Shivani should be the last one called.
<b>Special Requests:</b>	No wandering the halls of the school.
<b>IMPORTANT NOTES:</b>	<b>For Dodgeball, you may have to locate a caretaker to put the divider down. If one can't be found, please call Treety or Jason at the number above!</b>
<b>PAST COMPLAINTS:</b>	<b>Oct 2019:</b> Propping doors – DO NOT prop the doors open at this facility. It is a safety concern and doors should remain closed for duration of our permit. Check the doors periodically or have players check them for their teammates.

<b>School:</b>	<b>Ernest Manning</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>October 7, 2013 (KF)</b>
<b>General Info:</b>	<p>Do not park along Springborough BV SW as it is enforceable by Calgary Parking Authority and will be ticketed and towed.</p> <p>Entrance: South end of school by student parking. Gym access is on left hand side as you walk through entrance doors.</p>
<b>Where is Equipment:</b>	
<b>Caretakers:</b>	Mike Murray and Paul Chabot (contact number is same as school)
<b>Special Requests:</b>	<b>Note: Caretakers ask that players do not wander the halls as change rooms, etc are in the gym.</b>
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Father Lacombe</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>January 13, 2017 (JA)</b>
<b>General Info:</b>	Main doors will be open for players. Main gym is on the left of the main hallway. To get to auxiliary gym (Dodgeball gym), walk past main gym and turn left to go down hallway – keep going until you get to the end, the last door opens to the gym.
<b>Where is Equipment:</b>	GC Will bring the equipment.
<b>Caretakers:</b>	Day caretaker: Lyle Night: Ray (403) 248-9559
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	


<b>School:</b>	<b>Foothills Academy</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>Sept 27<sup>th</sup>, 2019 (MC)</b>
<b>General Info:</b>	CSSC Members are welcome to use the main parking lot located on the South side of the building. Utilize the main entrance that is also located on the South side of the facility to enter and exit the premises. Once you enter the main door, the gymnasium is on the right.
<b>Where is Equipment:</b>	Coordinators will have the equipment used for gameplay
<b>Caretakers:</b>	There are staff on-site to assist you with anything you need while at the facility.
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Foundations for the Future Charter Academy</b>
<b>Sport(s):</b>	<b>BB, FH</b>
<b>Last Updated:</b>	<b>September 25<sup>th</sup>, 2018 (JA)</b>
<b>General Info:</b>	<p>Park in the main parking lot that is on the west side of the building along MacKay Road NW. The main entrance to the school can be found at the north end of the parking lot along the west side of the school.</p> <p>You may enter the facility 30 minutes before our booking takes place. As you enter the school the gym is on the left.</p> <p>Bathrooms are located to the left of the main gym, change room are to the right of the main gym.</p>
<b>Where is Equipment:</b>	The GC brings the basketball. No Floor Hockey gear is kept here currently.
<b>Caretakers:</b>	
<b>Special Requests:</b>	Please ensure the trash/recycling bins are used at the facility.
<b>IMPORTANT NOTES:</b>	<b>No players should wander the halls and should never go past the entrance to the boys change room. All players need to be out of the facility 15 minutes after the booking time.</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Genesis Centre - Community</b>
<b>Sport(s):</b>	<b>Floor Hockey, Indoor Soccer</b>
<b>Last Updated:</b>	<b>October 13<sup>th</sup>, 2015 (JA)</b>
<b>General Info:</b>	The gym is located on the lower level. Enter the gym through the South Entrance (main entrance) and go down the stairs to the lower level located to the left. Continue down the hall and the gym will be located on your left across from the indoor fields.
<b>Where is Equipment:</b>	All equipment can be found in the bins between the two soccer turfs (Right outside the community gym). You will need to find a staff member to obtain access. There should be crease tape located in the bins.  Soccer balls will also be stored in this equipment room. If equipment is missing, please contact the front desk.
<b>Caretakers:</b>	If you require any assistance, please use the front desk located near the entrance to the lower level
<b>Special Requests:</b>	<b>Please ensure you remove the tape after every shift.</b>
<b>IMPORTANT NOTES:</b>	The Genesis Centre has allowed us permission to use the score clock, please see the front desk if you wish to use the clock for your games and they'll assist in getting it set-up.
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Genesis Centre – Feature Gym 1,2,3</b>
<b>Sport(s):</b>	<b>FH, BB, MTS</b>
<b>Last Updated:</b>	<b>January 15<sup>th</sup>, 2018 (JA)</b>
<b>General Info:</b>	<p>The gym is located on the lower level. Enter the facility through the south entrance (main entrance) and go down the stairs to the lower level located on the left (across from Jugo Juice). As you enter the lower level continue going straight past the field houses and turn right. Keep walking along the fieldhouse towards the exit doors and it's on the left-hand side.</p> <p>The Genesis staff will set-up the gym however, please ensure they have the 'bumpers' down to avoid balls going out of play. The feature gym will not be a regularly utilized Floor Hockey facility, but could be used to better the game times for players.</p> <p>When the facility is used for Multi-Sport, please utilize the GC Master Schedule for how games should be divided. The Genesis staff are informed of our games prior, but having a GC there as guidance is huge!</p>
<b>Where is Equipment:</b>	<p>Hockey nets will be put out by the facility. All equipment can be found in the bins between the two soccer turfs (Right outside the community gym). You will need to find a staff member to obtain access. There should be crease tape located in the bins. If there is not, please inform the office to get some more.</p> <p>There is no score clock in the feature gym.</p>
<b>Caretakers:</b>	Please see attendant at front desk if there are any issues. The front desk is located at the entrance to the lower level.
<b>Special Requests:</b>	Always assist the staff whenever possible. It's great the staff want to do everything, but lend a hand when possible.
<b>IMPORTANT NOTES:</b>	<b>It's important to be as efficient as possible with timing (especially Multi-Sport). Sometimes there is a lot of moving parts at Genesis, and we want to be as time efficient as possible.</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Grace Lutheran Church</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>January 4<sup>th</sup>, 2019 (JA)</b>
<b>General Info:</b>	<p>Please park in the main parking lot on the NE side of the building. Enter the church through the north parking lot doors. The GC does require a key for this facility to gain entry. The GC will need to ensure the door is locked in the evening at the end of the shift.</p> <p><b>You will need to enter an alarm code at the beginning and end of the night. The alarm code is 6123. GCs will simply need to enter the code, there are no other buttons to press other than the code itself</b></p> <p>The gym is located at the south end of the church as you enter and the washrooms are located in the main foyer of the church.</p> <p>There is a sitting area outside of the gym where players can wait to gain entry for their games.</p>
<b>Where is Equipment:</b>	GCs will bring the equipment.
<b>Caretakers:</b>	There is no staff member on site.
<b>Special Requests:</b>	It is a small area, please ensure that players do not warm up in the hall ways.
<b>IMPORTANT NOTES:</b>	<b>The church has just undergone a new renovation and the floor is brand new. Please ensure that players are wearing non-marking shoes and that the gym is kept in good shape!</b>
<b>PAST COMPLAINTS:</b>	<b>We have had numerous complaints regarding marks on the floor. If there are a lot of marks, you can grab a magic eraser out of the janitors closet. Just outside the main doors. Thanks to everyone for their help on this one.</b>

<b>School:</b>	<b>GW Skene</b>
<b>Sport(s):</b>	<b>Soccer</b>
<b>Last Updated:</b>	<b>September 18<sup>th</sup>, 2017 (BC)</b>
<b>General Info:</b>	<p>Park on the west side of the school (staff parking). The entrance is near the parking lot on the west side of the school. Please ring doorbell 3 times if there is a problem. Doors will be locked 15 minutes after the start of the first game. <b>Please don't wedge doors open.</b> GC's must let players in.</p>
<b>Where is Equipment:</b>	<p>The balls are kept in a storage room inside the gym, located in the brown cabinet. There is also an extra net in the cabinet. There are 3 brand new yellow soccer balls plus a few older balls as well. They are also located in the brown cabinet in the equipment storage room.</p> <p>The frames are stored behind the equipment room door against the wall. <b>PLEASE MAKE SURE TO PUT THE FRAMES BACK EXACTLY AS THE PHOTO BELOW SHOWS THEM.</b> This room may be locked, so you may have to find the caretaker to unlock the door. Balls must be put back in this box. <b>ALL EQUIPMENT MUST BE RETURNED INTO THE PROPER PLACE AT THE END OF EACH NIGHT. THE CARETAKER HAS VERY SPECIFIC EXPECTATIONS.</b></p> 
<b>Caretakers:</b>	Day Caretakers: Mr. Dang

	<p>Night caretakers: Lynn  FIRST AID KIT: None available. Ice may be available from staff room.</p>
<b>Special Requests:</b>	<p>Don't drag the nets across the floors as they will scratch the hardwood.  Outdoor soccer balls are strictly prohibited – even in the hallway or for warm-ups.  WINTER 2005: Request from caretaker and Principal – please make sure that the benches from the gym are put back in their place at the end of the night along the first wall inside the gym.  Sep 2009: Mr Dang has asked that all equipment be put back in the cabinet with our name on it.  Sep 2010: Lunch tables are also stored in the gym storage room. Mr. Dang recommends that a couple of these tables be rolled to gym doorway.  Sep 2012: If playing Indoor Soccer, please ensure the frames are secure, using the chain provided.</p> <p>***Caretaker will not open the doors unless requested, please go to the front door and ring the door bell to have him open the side door for teams.</p>
<b>IMPORTANT NOTES:</b>	<ul style="list-style-type: none"> <li>- <b>Make sure that the lunch tables that are stored in the equipment room are left in that room at all times!!!</b> Keep the equipment room as tidy as possible. <b>RETURN ALL EQUIPMENT TO ITS PROPER PLACE.</b> Soccer balls can be kept in the CSSC cardboard box in the brown cabinet.</li> <li>- <b>PLEASE RETURN THE SOCCER FRAMES BEHIND THE DOOR OF THE STORAGE ROOM.</b> BE SURE TO SECURE THEM WITH THE CHAIN EXACTLY AS DISPLAYED IN THE PHOTO ABOVE.</li> </ul>
<b>PAST COMPLAINTS:</b>	<p><b>Mr. Dang was very concerned about the soccer frames not being put back in the proper spot behind the door. Please be sure this request is accommodated, VERY IMPORTANT!</b></p> <p><b>People have left equipment at the gym. Please be sure to bring all belonging with you at the end of the night.</b></p>

<b>School:</b>	<b>Henry Wisewood Aux Gyms – North, South</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>Feb 20<sup>th</sup> 2015 (JA)</b>
<b>General Info:</b>	<p>Players can park in the staff/visitor lot. Please do not park on the north side of the parking lot. There are 2 red doors just off of the staff/visitor parking lot, tucked in beside a fenced off area on the West/SW side of the building. Those doors should be unlocked for you. The gym is just at the end of that hallway and to the right.</p> <p>Doors will be locked 15 minutes after the rental begins. GC's please check the doors for players and/or send players already in the facility to check on the doors.</p>
<b>Where is Equipment:</b>	We are no longer allowed to store balls here. GC's must bring balls to the gym(s).
<b>Caretakers:</b>	Caretakers names Mel and Doug (evenings) 403 253-2261 Daytime caretaker is Wayne.
<b>Special Requests:</b>	<p>The caretaker came into the gym and turned off the lights when a game was wrapping up. It was exactly 11pm on his watch. Please be sure that you wrap your games with at least 5 minutes to go before the end of the permit time!!!</p> <ul style="list-style-type: none"> <li>-Do NOT prop the gym doors open when it is raining outside. They may be propped open if is sunny/warm outside.</li> <li>-No food in gym area please</li> <li>-Please ensure players use the correct doors when entering the school</li> </ul>
<b>IMPORTANT NOTES:</b>	<p><b>The caretakers in the evening are contractors. Please be EXTRA nice to them!</b></p> <p><b>Remind players to leave all wet footwear on the carpet in the hallway.</b></p> <p><b>No alcoholic beverages allowed in facility or parking lot.</b></p> <p><b>FIRST AID KIT: In caretaker's office, but prefer if not used by CSSC. Caretakers can supply ice.</b></p>
<b>PAST COMPLAINTS:</b>	<b>Players were smoking just outside of the school. NO SMOKING ALLOWED anywhere on school property, including in their cars. If they wish to smoke, they need to cross the street.</b>

<b>School:</b>	<b>Hounsfield Heights</b>
<b>Sport(s):</b>	<b>Dodgeball, Basketball</b>
<b>Last Updated:</b>	
<b>General Info:</b>	<p>Located on 16th Ave NW just beside (to the west) of the North Hill shopping center and Safeway. It is attached and behind the police station which faces 16th Ave. Take 19th Street to 14th Ave and turn east.</p> <ul style="list-style-type: none"> <li>• <b>Parking:</b> park in the Library parking lot (free) off 14 Avenue (see schedule for details). We can use the Safeway if we have to, but towing could occur, so players would be taking a chance...</li> <li>• <b>Entrance:</b> use the entrance on the southwest corner of the building. The <b>light switch</b> is in the cloakroom (not locked). Please turn lights off when leaving, unless another group has arrived.</li> </ul>
<b>Where is Equipment:</b>	There is no equipment stored at this facility. Please bring your own.
<b>Caretakers:</b>	<ul style="list-style-type: none"> <li>• <b>Keys:</b> You do not need keys; the building now has onsite facility managers who can give you access to what you need. Let's start off and keep on the right track with them – introduce yourself, ask them any questions you can think of that will make the partnership work!</li> </ul>
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	<p>In the Winter of 2009, Hounsfield Heights instituted a rotating phone out method should our players experience any issues at the facility (such as being locked out. If you have any issues, please follow these instructions:</p> <p><i>"We now have a phone system in place in case the gym is locked when you arrive. It uses a rotating phone out method so it is important you <u>not</u> leave any voice mail messages. When you call the number <b>403-775-7104</b> your call will be forwarded to one of the volunteer directors with keys to the gym; if you reach their voice mail please don't leave a message but instead call the number again, which will forward you on to another director. Continue calling until you reach a live voice - there's no guarantee you will actually reach someone right away but it is our sincere hope you won't ever need to use the number in the first place!"</i></p> <p>To raise the north basketball hoop you need a special key, which the facility manager will have. The switch for the key is on the wall when you walk into the gym. The key is a one-of-a-kind-non-replaceable key from England. If you use it, PLEASE RETURN IT IMMEDIATELY TO THE BUILDING CARETAKER. Last season it was kept in the kitchen, behind the grey metal electrical box door. It has a black coating on the base of the key.</p>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Huntington Hills Community Association</b>
<b>Sport(s):</b>	<b>Basketball, Floor Hockey</b>
<b>Last Updated:</b>	<b>April 10<sup>th</sup>, 2019 (JA)</b>
<b>General Info:</b>	Parking lot is located to the south of the building. The gym is located upon entrance of the facility to your immediate right through 2 sets of double doors. There is change rooms just outside of the gym
<b>Where is Equipment:</b>	The Floor Hockey equipment can be found in the gym storage room located at the centre of the gym. 4 players sticks, 2 goalie sticks, 1 set of goalie gear, 2 corner boards and 2 nets can be found here. If the equipment room is locked, you'll need to contact the on-call maintenance operator @ 403-383-7227 to gain entry.
<b>Caretakers:</b>	Rick is the evening contact.
<b>Special Requests:</b>	Do not bounce any balls outside of the gym, no outdoor shoes on the gym surface, this is a brand new facility and the community association would like to keep it as fresh as possible for as long as they can  If you want benches for the player to sit on you need to first put down the yellow plates that are on top of the benches in the equipment room just off from the gym then place the benches on top of said plates.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Ian Bazalgette</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>September 25<sup>th</sup>, 2018 (JA)</b>
<b>General Info:</b>	Parking will be found on the road or the east side of the school. You are required to enter at the front entrance of the school if you are the first game. After the first game, the caretaker (Yen) will advise you to allow people in through the east side doors of the gym as the front doors will remain locked.
<b>Where is Equipment:</b>	There is no CSSC equipment stored in this facility. The GC will bring the basketball.
<b>Caretakers:</b>	
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	<b>Do not prop the exit doors open. The three-point line at the facility is not regulation.</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Jack James High School</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>February 13<sup>th</sup> 2019 (RF)</b>
<b>General Info:</b>	Enter through the main doors on the west side of the building off the main parking lot. The far left door of the main doors will be open. Go straight down the hall and veer rleft through the cafeteria. The gym will be just beyond the cafeteria.
<b>Where is Equipment:</b>	There is no equipment stored at this facility, you must have your own basketball
<b>Caretakers:</b>	Caretakers: Tes
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	<b>Please be out by the time specified permit time. This means wrap your game up early so we are gone by the end of our time.</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>James Fowler Aux Gym – North, South</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>January 13, 2019 (JA)</b>
<b>General Info:</b>	Please park in the southern parking lot off 4th St and 36th ave. Please enter and exit through south entrance doors, main doors will be open but caretaker would prefer entrance and exit thru the south doors for security reasons.
<b>Where is Equipment:</b>	There is no equipment stored at the school. GC's will bring all equipment.
<b>Caretakers:</b>	Day Caretaker: Dennis and Roy (403) 777-7606 Night: Mike Please leave building by 11:00pm as they would like to secure the school at this time.
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>King George</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>September 27, 2017 (JA)</b>
<b>General Info:</b>	Main doors on 10th St. Ring doorbell for caretaker as these doors will be locked. Remind all players the doorbell only needs to be rung once, it annoys the caretakers when it rung over and over again. GC's should let players in before the start of their games. The doors will remain locked for the entire duration of the rental. <b>DO NOT PROP THESE DOORS OPEN</b>
<b>Where is Equipment:</b>	No balls are stored at this facility anymore. Make sure you have your own basketball. Nets will be lowered and ready for you for game time. If not please ask the caretaker.
<b>Caretakers:</b>	Caretakers names are Delmar and Herbert-rotating shifts. October 2008 – there is a new caretaker by the name of Kevin Sept 2009 – Floor has just received new wax, really ensure all shoes will not scuff.
<b>Special Requests:</b>	Players must use indoor shoes which will not mark up the floors. Please make sure that players remove outdoor shoes at main entrance, the caretakers don't want mud tracked through school.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	<b>Night caretaker has complained about doors being propped open, please ensure you check the doors regularly during the night to ensure players are not propping the door. We don't want to receive an official complaint over this.</b>

<b>School:</b>	<b>Langevin</b>
<b>Sport(s):</b>	<b>Basketball/Dodgeball</b>
<b>Last Updated:</b>	<b>September 2018 (JA)</b>
<b>General Info:</b>	There are two places to park: The compound at the side of the school, or the staff lot across 1 Ave. (Across the street). Players may enter through the front doors of the school. Fall 2006- The janitor said he would leave the side doors to the school open for ½ hour and after that the doors to the gym would be left open.
<b>Where is Equipment:</b>	GCs are required to bring the equipment to this school
<b>Caretakers:</b>	Day caretaker: Eddy Night: Kwacy
<b>Special Requests:</b>	<p>Please make sure that you are not entering the school before the allotted permit time as the caretakers get upset when we enter early. Doors will be locked 15 minutes after permit time starts. GC's will have to keep watch on the door to ensure it is not being propped open and that players can get into the School for their game time. Additionally, we received complaints for not being out of the school on time, so be extra diligent with your last game of the night!</p> <p><b>DO NOT PROP FRONT DOORS OPEN!</b>  <b>DO NOT LET PLAYERS WANDER THE HALLS!</b>  <b>PLEASE DO A SCUFF TEST FOR MARKING SHOES!</b>  <b>MAKE SURE YOU END GAMES A FEW MINUTES EARLY AND GET OUT ON TIME!</b></p>
<b>IMPORTANT NOTES:</b>	You will need keys to lower the nets. Please ask the caretaker for assistance. They also might leave out poles to pull out the nets along the sides of the gyms for practice
<b>PAST COMPLAINTS:</b>	<p>We have had an official facility complaint from this school in the past with marks being left on the floor, GCs must ensure that bulletin boards and floor is well maintained and taken care of for the school</p> <p>We have had an official facility complaint from this school in Oct 2017 about door propping! This is an issue at this school and has been a past complaint as well as a current one. If we get any future complaints, it could result in the loss of this school so need to be diligent. Please monitor the doors and make sure no players have propped them at any point during the booking!</p> <p>Please ensure that players are not writing on the white boards. If we move benches for games, please move them back into place at the end of the night.</p>

<b>School:</b>	<b>Le Roi Daniels</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>September 21, 2018 (JA)</b>
<b>General Info:</b>	Can park in the east parking lot near the back of the school, enter through those doors. If door is locked, enter through the main doors of the school on the north side of the facility.
<b>Where is Equipment:</b>	GC will bring equipment
<b>Caretakers:</b>	Caretaker: Alex/Larry 403 200-9390 Also had a temporary one named Brian -they work a rotating weekly shift
<b>Special Requests:</b>	Make sure gym doors stay closed during play and players don't warm up in the halls, an office sign was knocked down last year. Please do not kick balls at ceiling.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Lake Bonavista Community Centre</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>September 25<sup>th</sup>, 2019 (JA + Divina)</b>
<b>General Info:</b>	<p>There are 3 entrances to the facility located on the North, South and South East of the building. Players can park anywhere in the parking lot but preferred parking would be on the East side of the building as it is located closest to the gymnasium.</p> <p>The gym features a great hardwood floor with black lines all around and has glass backboards.</p> <p>Washrooms are located just outside the gym in the main lobby.</p>
<b>Where is Equipment:</b>	GC will have the equipment. Additionally, there is a score clock available for shifts. Please contact facility staff to get the necessary remotes to activate the score clock
<b>Caretakers:</b>	Facility staff are located all around the facility. Please locate them if you need any assistance at the facility.
<b>Special Requests:</b>	Please respect the user groups prior to and after our bookings. Do not enter the gym until start of rental time.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Lord Beaverbrook</b>
<b>Sport(s):</b>	<b>Dodgeball, Volleyball</b>
<b>Last Updated:</b>	<b>September 19, 2019 (JA)</b>
<b>General Info:</b>	Players can park in the EAST parking lot. Not in the reserved or pool parking lots. Players can enter the school through the main doors.
<b>Where is Equipment:</b>	There is no room for equipment at this school. The GC will have to take it with him/her.
<b>Caretakers:</b>	The caretakers are Debbie and Brian
<b>Special Requests:</b>	Please make sure your games start and end on time. We need to be out of the school on time!
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Marda Loop Communities Association (MLCA)</b>
<b>Sport(s):</b>	<b>Beach Dodgeball, Beach Volleyball</b>
<b>Last Updated:</b>	<b>May 2018 (JA)</b>
<b>General Info:</b>	<p>To enter the facility, you must go to the East side of the building beside the courts and the patio and enter through the large door next to the garage and shed. The door has a lock box in the top left corner and the code is <b>"2, 7, 7, 2"</b>. Once you have entered the code use the small black push button at the top of the lock box to open it and retrieve the large key inside to open the door. To lock the box back up, you must enter the code again and push the button to close the device.</p> <p>Use a stump, pylon or concrete block to keep the door open for the duration of games.</p>
<b>Where is Equipment:</b>	<p>The dodgeballs are located in the storage room immediately down the ramp to the right once you enter the door. The code to ensure this door is also <b>"2, 7, 7, 2"</b>. The light switch for this room is located just behind the main door after you enter the combination. Our items will be found in the cage on the right as you enter..</p> <p>The court lines to use (4 of them) will already be on the sand. Please swap them so they are going east to west on the sand instead of north to south. <b>it is very important to not lose the discs for the courtlines. Please ensure they are kept track of.</b></p> <p><b>The nets can no longer go down to create barrier along the sand. They must stay upright!</b></p> <p><b>When all games are complete it is the GC's responsibility to lay the court lines the opposite way on the Volleyball Courts for the Afternoon Beach Volleyball League! Please ask all players to help move the lines after the games are complete!</b></p>
<b>Caretakers:</b>	None – please call Justin if there are any issues.
<b>Special Requests:</b>	<p><b>ZERO-TOLERANCE FOR ALCOHOL CONSUMPTION – NO ALCOHOL ALLOWED</b></p> <p><b>NO GLASS</b> bottles on the patio, only cans allowed.</p> <p>No smoking close to the doors of the building and no leaving cigarette butts all over the place. Respect the community members! Keep noise respectable and language clean!</p>
<b>IMPORTANT NOTES:</b>	<p><b>Facility</b></p> <p><b>Washrooms</b> – the washroom can be used by the players but they must respect the facility! This means not leaving trash/paper towel on the ground and keeping the washrooms clean!</p> <p><b>Shower</b> – the hot and cold water taps can be turned on using the valve immediately inside the building to the right. The taps are then controlled from the outside of the door. <b>PLAYERS SHOULD CLEAN THEMSELVES OFF USING THE SHOWER PLATFORM AND STRUCTURE.</b> Players should not be going inside to clean sand off in the sink/washrooms!</p>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Mountain Park School</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>January 3<sup>rd</sup>, 2015 (JA)</b>
<b>General Info:</b>	Players can park in the staff parking lot, or along the street in front of the main doors (Mount Douglas Close). Players are to use the main door. Washrooms are located in the gym
<b>Where is Equipment:</b>	No equipment is kept here; you need your own ball. Please ask the caretaker for assistance if the nets need to be lowered.
<b>Caretakers:</b>	
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	<b>Please ensure players are not wandering the halls of the school. The gym is at the main entrance so there should be no one going through the school at any time.</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Notre Dame – Main</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>March 14<sup>th</sup>, 2018 (JA)</b>
<b>General Info:</b>	<p>Parking lot and entrance are located on the east side of the building. As you enter the school, the gym is located at the hall to the left of the tables. The doors for the school will be unlocked 15 minutes prior to booking time and locked 15-30 minutes after our booking starts. GC's will need to monitor the doors (check at half, send players currently on the bench)</p> <p>The bathrooms and water fountain are located in the gym.</p>
<b>Where is Equipment:</b>	The CSSC does not use any equipment provided by the school. The GC brings the equipment for the facility.
<b>Caretakers:</b>	Henry – Night shift head supervisor
<b>Special Requests:</b>	<p>Wipe shoes at the door.</p> <p>No muddy footwear</p>
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Parkdale Community Association</b>
<b>Sport(s):</b>	<b>Beach Volleyball</b>
<b>Last Updated:</b>	<b>May 10<sup>th</sup>, 2016 (JA)</b>
<b>General Info:</b>	Parkdale is the location for our brand new Beach Volleyball courts. While not normally a GC'd offering, we will be using GC's to work shifts for our inaugural Summer 2015 season.
<b>Procedure:</b>	GC's will be required to tighten up the nets and court lines before players arrive and do some general upkeep of the facility. There will be 8 teams per rotation. Additionally, GC's will be required to obtain scores and report them at the end of their shifts. On-site training will be provided.  Any needed equipment will be located in the garage attached to the community hall on the North East side of the building. Volleyballs, Antennae etc.  <b>Effective May 2016:</b> GC's will no longer require access to the community centre. GC's will be provided with a key to the garage to access equipment.
<b>Special Requests:</b>	<b>There will be a port-o-potty on site for players to use. There will no longer be access to the inside hall.</b>
<b>IMPORTANT NOTES:</b>	<b>There will be a Parkdale Community member at most games selling food and drinks to our players.</b>  <b>ALCOHOL IS NOT PERMITTED AT PARKDALE OR MLCA COURTS. PLAYERS CAUGHT DISOBEYING THIS RULE COULD BE KICKED OUT OF THE CLUB.</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Repsol Sport Centre</b>
<b>Sport(s):</b>	<b>Basketball/Volleyball</b>
<b>Last Updated:</b>	<b>May 15<sup>th</sup>, 2019 (JA)</b>
<b>General Info:</b>	<p>Park on the Southeast side of the building and enter through the South entrance. You will need your scan card to get through the fitness desk that is straight down the hallway on your left. After getting through the fitness desk, you can head down the stairs to the change rooms.</p> <p>Gyms 1 2 and 3 located on the lower level outside the change rooms. Gyms 4 and 5 are located at the north end of the building past the fitness desk and up the stairs.</p>
<b>Where is Equipment:</b>	Equipment is brought by the GC. Score clock use is available to us and should be put out by the facility staff. If there is no controller for the score clock available. Please go to the fitness desk or the main floor reception
<b>Caretakers:</b>	Numerous facility staff are on-site if you need assistance for anything.
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	<b>Scan cards – please make sure everyone brings their scan card which the CSSC sets Captains up with before-hand. The fitness desk can't be letting people into their facility with no cards or else they will have to pay a drop-in fee.</b>

<b>School:</b>	<b>Accurate Fieldhouse (Soccer Genius)</b>
<b>Sport(s):</b>	<b>Futsal, Turf Soccer</b>
<b>Last Updated:</b>	<b>October 13<sup>th</sup>, 2019 (JA)</b>
<b>General Info:</b>	<p>Soccer Genius has 46 parking stalls that can be utilized by patrons of the facility. If those are full for any reason, players are allowed to park on the street as there are no restrictions.</p> <p>Enter through the front doors of the building. The doors will always be open and there is no need to obtain a key for this facility. Please check-in at the front with the attendant as soon as you arrive.</p> <p>Players are not allowed to enter the turf area until there is only 5 minutes remaining until their scheduled game time. They are encouraged to wait upstairs on the terrace until that time. As you enter the facility, go past the counter and towards the north wall where there is an entrance to the terrace.</p> <p>Change rooms are located to the left as you enter towards the main playing area. The North Field (first as you enter through the doors) is SG1 and the South Field is SG2.</p>
<b>Where is Equipment:</b>	Equipment is stored in the equipment room to the right as you enter the turf area. A Soccer Genius staff member will need to obtain the balls for you. The attendant will always be at the front counter as you enter the facility.
<b>Caretakers:</b>	There are attendants for the facility that are always at the front counter as you enter the building.
<b>Special Requests:</b>	<b>Players must check-in their shoes and not bring them past the front counter. Max occupancy on the terrace is 55 people.</b>
<b>IMPORTANT NOTES:</b>	<p><b>Soccer Genius has a non-violence policy. Should any player participate in any violent act, they will be banned from the facility.</b></p> <p><b>Ice packs are available at the facility. GC's can request one at the front desk if they are needed.</b></p>
<b>PAST COMPLAINTS:</b>	<b>ZERO ALCOHOL ALLOWED ON THE PREMISES.</b>

<b>School:</b>	<b>Cardel Rec (South Fish Creek Community Association)</b>
<b>Sport(s):</b>	<b>Floor Hockey, Dodgeball, Soccer, Basketball</b>
<b>Last Updated:</b>	<b>April 11, 2017 (JA)</b>
<b>General Info:</b>	Go in the doors by the Library and the gym is straight down the hall, on the left opposite of the YMCA snack bar. There is no score clock here (even though there is a scoreboard!), so you will use your watch and will have to be vocal about calling 2 minute warnings, half time, etc.
<b>Where is Equipment:</b>	<p>The equipment room is located in the gym on the right hand wall once you walk in. If either the gym or the equipment room is locked, you will need to get a SFCRA staff member. The reception desk is located on the arena side of the facility. Once you come in the library doors from the Easy parking lot, take an immediate left and follow the hall all the way past the Booster Juice, down the stairs and past the ice surfaces. The SFCRA reception window will be located on the right hand side. If you cannot find someone or the reception is closed for the day and the gym/ storage room is locked, please contact the Operations after hour phone number found outside the office. If no one picks up the phone the operator might be flooding the ice or elsewhere in the facility.</p> <p>A wooden CSSC cabinet is kept in the equipment room inside the gym.  New Lock as of January 2013 the lock combo is <b>40-10-26</b>  In the cabinet are 2 goalie sticks, 2 goalie helmets, 2 sets of goalie pads, 2 glove and blocker sets  2 chest protectors.</p> <p>Beside the cabinet are two new PVC pipe, mesh boards that are to be used for corners instead of the benches.</p> <p><b>There is now a micro-fibre mop in the facility labeled 'CSSC'. It is located beside the CSSC's cabinet. Should you notice the floor a bit slippery, feel free to do a quick sweep of the floor.</b></p> <p>*** Note – please make sure you put all equipment back in the cabinet after the last game of the day and snap the lock shut and turn the dials.</p>
<b>Caretakers:</b>	
<b>Special Requests:</b>	There are no creases marked, however you will find red vinyl tape in the cabinet, please use this to mark a crease for the teams and ensure that <b>IT IS TAKEN UP AT THE END OF THE NIGHT</b>
<b>IMPORTANT NOTES:</b>	<p><b>There are no defined player bench areas, so you will have to create 2 of them. There are 4 boards stored in the equipment room beside the cabinet, these can be placed together in the two corners (one as you enter the gym and the opposite side of the gym on the same wall. These boards cause these areas to not have corners but ensure players are not running hard into the boards.</b></p> <p><b>Safety is your number one goal here. The floors can get a little slippery – please notify their staff and the CSSC if the floors are a problem.</b></p>
<b>PAST COMPLAINTS:</b>	<b>We have had complaints of the tape being left on the floor at the end of a shift, this tape needs to be removed before you leave for the night.</b>

<b>School:</b>	<b>St. Alphonsus</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>October 23<sup>rd</sup>, 2012 (JA)</b>
<b>General Info:</b>	You may park in the main parking lot, or on the street in front of the school. Enter through the main doors of the school located on Radner Avenue and the gym will be on the left.
<b>Where is Equipment:</b>	There is no equipment stored at this facility. You will be required to bring your own equipment.
<b>Caretakers:</b>	Felice – AM Caretaker George – PM Caretaker
<b>Special Requests:</b>	If the weather is bad outside, please leave shoes at the main entrance to avoid bringing a mess into the school.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>St. Bonaventure</b>
<b>Sport(s):</b>	<b>Basketball/Soccer</b>
<b>Last Updated:</b>	<b>October 8<sup>th</sup>, 2019 (JA)</b>
<b>General Info:</b>	Go in doors located on the west side of the building. There is a door bell on your right if doors are locked. Benches are second from the left under the stage if there is none left out.
<b>Where is Equipment:</b>	Soccer posts are located under the stage in the door on the far right side. GC will bring nets and balls.
<b>Caretakers:</b>	
<b>Special Requests:</b>	Please ensure there are non-marking shoes worn.
<b>IMPORTANT NOTES:</b>	<b>Please ensure that the soccer posts are put away nicely at the end of the night!</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>St. Marys</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>April 17, 2017 (KS)</b>
<b>General Info:</b>	There is space behind the church hall (staff lot), or the space on the east side of the school. Players can enter through the front doors or through the doors at the top of the stairs at the back of the school (off the lot) The gym is on the right after you enter the front doors.
<b>Where is Equipment:</b>	GC should have their own ball. Ask the caretaker for assistance if you need the nets lowered.
<b>Caretakers:</b>	The night caretakers name is Trevor.
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>St. Stephen</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>April 20<sup>th</sup> 2019 (JA)</b>
<b>General Info:</b>	Players can park on the North or South side of the building. The main entrance is located on the South side of the building.
<b>Where is Equipment:</b>	No equipment stored at the gym.
<b>Caretakers:</b>	
<b>Special Requests:</b>	We must leave the school on time! We have had complaints in the past.
<b>IMPORTANT NOTES:</b>	<b>It's IMPERATIVE that we leave the gym on time. As of May 2019, the CSSC has 2 official complaints at the school. Should we get one more, we will lose our privileges to rent the school.</b>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Trico Centre</b>
<b>Sport(s):</b>	<b>Floor Hockey</b>
<b>Last Updated:</b>	<b>December 16<sup>th</sup>, 2014 (BC)</b>
<b>General Info:</b>	Please enter through the main entrance on the South side of the facility. Once inside the building follow the down ramp to the fitness desk. Tell them you are with CSSC Floor Hockey and they will buzz you through the right gate. The gym is directly in front of you once you go through the gate.
<b>Where is Equipment:</b>	The Floor Hockey nets are in the equipment room. This room is on the right hand side of the gym when you first walk in. double doors, near the middle. The fitness centre staff will unlock the room and set up the nets for us each rental.  There is a CSSC Wooden Box in the hallway to the left of the main gym entrance. Goalie equipment and floor hockey sticks are stored in it. Combination for the lock is 11- 41-17
<b>Caretakers:</b>	Use the fitness centre staff that is working at the front desk.
<b>Special Requests:</b>	There are no emergency medical responders in the building past 10:30pm.
<b>IMPORTANT NOTES:</b>	<b>Please do a scuff test as this facility is particular on rental groups and floor marks</b>  <b>NO tape on any sticks!</b>  <b>Please do a walk around at the end of the night and pick up anything left behind – turn lost and found items into the reception desk.</b>
<b>PAST COMPLAINTS:</b>	<b>** In May 2012 we received complaints for marked floor, gum on the floor, garbage left behind, as well as other items left in gym **</b>

<b>School:</b>	<b>Trifecta Soccer Centre</b>
<b>Sport(s):</b>	<b>Turf Soccer</b>
<b>Last Updated:</b>	<b>October 4<sup>th</sup>, 2019 (JA)</b>
<b>General Info:</b>	<p>You can park in front of the soccer centre along the south side of the building. If this lot is full you may park on the north side of the building, or along the west side.</p> <p><b>Entrance:</b> Enter through the far-left door with the lockbox, as the middle “player entrance” door now leads into a training room which has replaced the old foyer. If door is not open upon arrival use code <b>“2015”</b> on the lockbox. Do not give this code out to any players! Field is located down the hallway in front of you. Washrooms are located on the east side of Turf #2, behind the fence and another set is located in the middle of the turf area where we play Ultimate.</p> <p>There may be an alarm to disarm when you get there. <b>YOU DO NOT HAVE TO ARM THIS WHEN YOU LEAVE.</b> The keypad is located directly to the left as you enter the boot storage area. If this is armed, please key in 2015 to turn it off.</p> <p><b>Exit:</b> -Ensure that all 4 Entrance Doors are secured and locked -Open lockbox (which is located outside by the door to the left of the players’ entrance), get the key out, lock the “Player/Coach” Entrance from the outside and then return the key to the lockbox.</p> <p><b>PLEASE NOTE: EVERYTIME YOU USE THE LOCKBOX, YOU HAVE TO PRESS THE CLEAR BUTTON IN THE MIDDLE OF THE LOCKBOX AND THEN RE-TYPE THE CODE (2015), AS IT LOCKS AFTER EVERYTIME YOU TYPE THE CODE IN</b></p>
<b>Where is Equipment:</b>	<p>The equipment is kept in a storage room in the NE corner of the facility (the east wall behind Field 3). As you enter the storage room, the equipment will be kept in the unit that is second in on the right. The combination to the unit is <b>“17,39,13.”</b></p> <p>The remotes and operating instructions for the scoreclocks are kept in the cabinet as well. It’s important that the remotes are plugged in every night or they will lose charge. Additionally, please ensure you turn off or unplug the scoreclocks every night.</p>
<b>Caretakers:</b>	<p>Emergency contact is Julia Hay – 403-969-0385 Contact her if there are any key issues or lock box issues!</p>
<b>Special Requests:</b>	<p>Water only on the turf – no colored drinks or food! No Chewing Gum is permitted on the fields No metal cleats are permitted on the field No metal hairpins are permitted on the field No substances that can stain the turf are permitted</p>
<b>IMPORTANT NOTES:</b>	<p><b>FIRST AID:</b> If there is an injury that involves the need for ice, the GC can go to the player’s entrance kitchen and open the door using the same combo as above for the outside lock box. There is an inside grey lockbox that allows access to the room with fridge/freezer and there are bags of ice in that freezer! There is also a first aid kit with a few supplies inside the CSSC cabinet.</p> <p><b>AMBULANCE:</b> If there is a major injury the large garage door at the back of the turf surface can be opened using the green open button located beside the door. If it is a serious injury and you need help/guidance, please call Julia Hay (info above).</p>

<b>School:</b>	<b>Valleyview</b>
<b>Sport(s):</b>	<b>Dodgeball</b>
<b>Last Updated:</b>	<b>September 25, 2014 (JA)</b>
<b>General Info:</b>	You will be able to enter through the front doors of the facility. This is the main entrance. The doors should be unlocked for us. The gym is located in the main doors and to the right down the hallway.
<b>Where is Equipment:</b>	Dodgeballs are located in the main gyms equipment room. The balls are in a box marked CSSC to the right on the top shelf.
<b>Caretakers:</b>	Day caretaker is Andrew. Night-Daryl Please you appropriate footwear which will not mark up the floors. Also no muddy footwear.
<b>Special Requests:</b>	Make sure that participants stay off of the wall equipment. There is an open stage, so just make sure that you close the curtain before the game starts. Also make sure that all players are wearing clean, non marking footwear.
<b>IMPORTANT NOTES:</b>	<p>GAME NOTE: USE THE YELLOW LINES AT THE END OF THE COURTS AS THE END BOUNDARY LINES FOR DODGEBALL GAMES.</p> <p><b>We received a complaint about players wondering the halls. Please make sure they don't do this! Bathrooms are located at the end of the hallway around the corner.</b></p> <p><b>They just got a new gym floor put in place, so they really want us to ensure players wear indoor shoes to not leave dirty tracks everywhere, as well to ensure they are non-marking.</b></p> <p><b>Please do not have the door propped. School has mentioned they will file a complaint if doors are left open again. Please double check on the front doors during games to let players in.</b></p>
<b>PAST COMPLAINTS:</b>	<p><b>We have had an official complaint from the school about players marking the floors with their shoes.</b></p> <p><b>We received a complaint about players wondering the halls. Please make sure they don't do this! Bathrooms are located at the end of the hallway around the corner.</b></p>

<b>School:</b>	<b>Visions Sports Centre</b>
<b>Sport(s):</b>	<b>Floor Hockey, Basketball</b>
<b>Last Updated:</b>	<b>November 14<sup>th</sup>, 2017 (JA)</b>
<b>General Info:</b>	<p>Players can enter through the front doors on the east side of the building. After entering, go immediately through the door on your right (and down the stairs just inside). There is also an entrance on the south side of the building that can be utilized.</p> <p>The Floor Hockey rink features specialized sport court.</p> <p>For Basketball, Court 1 would be the large open space nearest the main entrance and court 2 would be the enclosed court beside the hockey rink.</p>
<b>Where is Equipment:</b>	<p>There is a wooden equipment cabinet near the end of the floor hockey rink. The lock combo is <b>02-04-09</b>.</p> <p>All of the floor hockey equipment is kept in this cabinet, there are no basketballs stored in the cabinet.</p>
<b>Caretakers:</b>	
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	<p><b>The Score clock controls on the outside of the rink. GCs will need to update the score as the game is being played. GCs should not be staying by the score clock and should be outside on the floor. Instructions on how to use this scoreboard are located on the clock.</b></p> <p><b>There is a Score clock available for the basketball portion that is set-up prior to our usage and is not a permanent fixture like the hockey rink. Basic controls are utilized for this score clock. If you run into issues, please contact the attendant on site (they can normally be found in the offices).</b></p>
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>West Dalhousie</b>
<b>Sport(s):</b>	<b>Dodgeball/Basketball</b>
<b>Last Updated:</b>	<b>October 4<sup>th</sup>, 2019 (JA)</b>
<b>General Info:</b>	You will be able to enter through the front doors of the facility. The doors should be unlocked for us.
<b>Where is Equipment:</b>	The GC will bring the equipment.
<b>Caretakers:</b>	The night caretakers name is Agnes. They request no food or drinks to be brought into the gym. (Water is ok)
<b>Special Requests:</b>	Please ensure all outdoor footwear is removed when entering the school. There is mats set-up at the front of the school to leave outdoor footwear on.
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	

<b>School:</b>	<b>Western Canada High School</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>October 4, 2019 (JA)</b>
<b>General Info:</b>	Park in the student lot on the South side of the building. This lot can be accessed by 5a Street SW. This lot is not a paid lot like the Northern lots. Enter the building through one of two entrances, the "loading dock" red doors on the South side of the school or the doors with the awning to the left of the loading dock, on the southwest side of the school.
<b>Where is Equipment:</b>	GCs will bring the equipment.
<b>Caretakers:</b>	The night caretakers are Bruce and Richard who rotate nights. They will have an on-call cell phone if you need them as the school is large and they could be anywhere (403-850-0118).
<b>Special Requests:</b>	The school just paid a lot of money to re-do the floor in school colors, etc. They are VERY protective of the floor and we need to be as careful as possible. No marking shoes, please do a scuff test with the players!
<b>IMPORTANT NOTES:</b>	The school has had past issues with rental groups not being out on time. Please ensure your last game is finished 5 minutes before the end of the rental and everyone is out before 11:00pm.
<b>PAST COMPLAINTS:</b>	<b>** MARKING SHOES **</b> <b>***GROUPS NOT LEAVING ON TIME***</b>

<b>School:</b>	<b>Woodbine</b>
<b>Sport(s):</b>	<b>Basketball</b>
<b>Last Updated:</b>	<b>June 15<sup>th</sup>, 2018 (JA)</b>
<b>General Info:</b>	Please enter the school through doors located just off the staff parking lot. The gym is located on the right as you enter through the doors.
<b>Where is Equipment:</b>	No Equipment is stored at this school
<b>Caretakers:</b>	
<b>Special Requests:</b>	No Door Propping. We have received a call from the caretaker of this school regarding door propping. Please ensure that no doors are being propped and if the school locks the doors, please check them from time-to-time to allow player access.
<b>IMPORTANT NOTES:</b>	<b>Please ensure you are checking the door regularly or sending players to check the door. We must be out right at permit time. Please limit your half-time and warm-ups to ensure we get out of the school on time!</b>
<b>PAST COMPLAINTS:</b>	<b>WE HAVE HAD ONE OFFICIAL COMPLAINT FROM THIS SCHOOL REGARDING ALCOHOL.</b> Please ensure there is no alcohol anywhere in the facility. <b>WE HAVE HAD A SECOND OFFICIAL COMPLAINT FROM THIS SCHOOL REGARDING EXCEEDING PERMIT TIME.</b> Please be diligent in the time management of games here and ensure all players are out of the gym / school by our permit end time.

USE THIS PAGE AS A TEMPLATE FOR MAKING NOTES AT NEW GYMS:

<b>School:</b>	
<b>Sport(s):</b>	
<b>Last Updated:</b>	
<b>General Info:</b>	
<b>Where is Equipment:</b>	
<b>Caretakers:</b>	
<b>Special Requests:</b>	
<b>IMPORTANT NOTES:</b>	
<b>PAST COMPLAINTS:</b>	