

COMMUNITY USE OF SCHOOL FACILITIES

The use of school buildings, grounds, equipment, and facilities will be authorized by the Superintendent in conformity with the following regulations, which have been approved by the School Committee.

1. Individuals looking to obtain approval for the use of facilities, must create an account and apply through the online system. A link to this system is available on the district website. Applicants should be aware that the approval process can take up to 30 days.
2. Once approved, requests for the use of school facilities will be made through the online account. Requests must be made at least 30 days prior to the date requested for use.
3. School facilities may not be used for individual, private, or commercial purposes.
4. Requests for school facilities must be cleared with the building Principal or the Superintendent or both, should the nature of the request so justify.
5. All activities must be under competent adult supervision utilizing a process approved by the Superintendent and the Principal of the building involved. The group using the facilities will be responsible for any damage to the building or equipment.
6. Groups receiving permission are restricted to the dates and hours approved and to the building area and facilities specified, unless requested changes are approved by the Superintendent or his/her designee.
7. Groups receiving permission are responsible at all times for the observance of fire and safety requirements.
8. Smoking, vaping, or consumption of alcohol on school property is not permitted.
9. Proper liability insurance will be required of all groups given permission to use school facilities.
10. Proof of non-profit status will be required of all groups applying to utilize this rate.
11. The Committee will approve and periodically review a fee schedule for the use of school facilities. See exhibit KF-E
12. In situations where there is no cost factor to the school system, or in situations where a mutual exchange of facilities is possible between the school system and the organization, rates may be modified or eliminated by the Superintendent. In situations where extended usage for a long period of time is required, rates may be set at a contract price.
13. The School Committee reserves the right to cancel any permission granted.

SOURCE: MASC

S.C. Received: 10/10/2012

S.C. Received: 9/12/2018