

1 SCHOOL FACILITY USE AGREEMENT RULES AND REGULATIONS

2 The organization or individual (the "User") signing this assumes responsibility for seeing
3 that these rules and regulations are followed during the course of their use of a school
4 facility:

- 5 1) Rental Fees are \$200 for each main area rented. Fees may be waived for private non-
6 profit groups or individuals that do not charge attendance or admission fees. Cleaning
7 deposits and fees for cleaning may not be waived.
- 8 2) The use of the school premises may be denied when in the opinion of the
9 Superintendent or the Board of Trustees the use may be construed to be solely for
10 commercial purposes, there is a probability of damage or injury to school property, or
11 if the activity is deemed to be improper to hold in a school.
- 12 3) In case of loss or damage to school property or any person, in connection with the
13 User's use of the facility, the organization or individual signing the "School Facility Use
14 Agreement" shall be fully responsible and liable.
- 15 4) The District reserves the right to require a certificate of insurance from the User. If a
16 certificate is required, said certificate requirements are specified on the "Insurance
17 Requirements for Facility Use" document.
- 18 5) No alcoholic beverages, tobacco, nicotine products or other drugs are sold or
19 consumed on the premises by the requesting organization or individual or any of its
20 employees, patrons, agents, members, guests or attendees.
- 21 6) No profanity or other disrespectful or disruptive language or gestures may be used, no
22 quarrelling, fighting or gambling is permitted.
- 23 7) No illegal games of chance or lotteries will be permitted.
- 24 8) No handguns, knife blades or weapons or any kind may be brought to or
25 used in a District facility without prior administrative approval.
- 26 9) Middle school, elementary and younger kids must be accompanied by an
27 adult.
- 28 10) No horseplay. No dunking or hanging on the rims. Only clean gym shoes
29 may be worn on the gym floor.
- 30 11) No alteration of the premises or changes in the use of such premises or movement
31 of fixtures or furniture shall be made without specific written consent of the District.
- 32 12) Premises to be left in clean condition. All doors are to be locked before leaving.
- 33 13) Adequate non-student adult supervision must be provided by the User to ensure proper
34 care and use of District facilities including the use of a District-approved event supervisor
35 if required in the Facility Use Agreement for this event. The User and/or Supervisor must
36 remain in attendance during the event including setup and cleanup. If the superintendent
37 finds it necessary that police or other security personnel be retained for crowd control,
38 such requirement may be added as a condition of use of the facility at User expense.
- 39 14) Doors will not be propped open. Only the portion of the building arranged to be used
40 may be entered. Locker rooms are to remain locked.
- 41 15) No hazardous materials, including but not limited to, flammable materials or liquids,
42 fireworks, pyrotechnic devices, explosives, poisonous materials or plants, strong acids
43 or caustics, or dangerous animals will be brought on to the premises or used in any way

- 1 while occupying any portion of any District property unless permission is given in
- 2 advance by a school official.
- 3 16) Wax or other preparations ordinarily used on dance floors is not to be used on
- 4 gymnasium floors.
- 5 17) User must give written notice to the District of any accident resulting in bodily injury or
- 6 damage to property of the School or others occurring on the premises or in any way
- 7 connected with the use of School premises within 24 hours of the accident. The notice
- 8 must include details of the time, place and circumstances and the names and addresses of
- 9 any person(s) witnessing the accident.
- 10 18) Persons or groups not following these rules must be made to immediately leave the
- 11 facility by the event Supervisor.
- 12 19) Organizations or individuals found to have violated the District Facility Use Policy, the
- 13 Facility Use Agreement, Rules and Regulations for Facility Use, or any other district
- 14 policy while using a district facility may have their privilege to use the facility
- 15 suspended for a period of time or revoked indefinitely at the discretion of
- 16 administration. Appeal of a suspension or revocation decision may be made to the Board
- 17 but the Board decision is final.
- 18 20) User(s) are to observe the following additional conditions:

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25 Signed: _____ Approved by: _____

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28 _____ (date) _____ (date)

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30 Form History:

31 *Promulgated on: October 24, 2011*

32 *Revised on: May 14, 2013*

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