

## **F. Facilities**

### **Policy F-201: Community Use of School Facilities**

#### **Policy**

The primary purpose of school facilities is to support mandated educational activities and Board-approved events. School facilities may be made available for community use, and a user fee may be assessed.

#### **Guidelines**

1. The Superintendent in collaboration with the Principal will establish practices and procedures for granting approval of and governing community use of school facilities.
2. The Superintendent in collaboration with the Principal will review requests for use of school facilities and determine the merit and appropriateness of the request within the context of regular school use. The review will include a determination of costs that may be incurred and the willingness of the sponsoring group to assume such costs.
3. If it is determined that the use of the school by an outside organization can be supported, the Superintendent will review the school's lease agreement to determine compliance with the lease. Where uncertainty exists as to the use of the school facility by an outside organization, the Superintendent will review the lease agreement with
  - a. The Heritage Society, and
  - b. if prudent, a lawyer for advice.
4. All groups must present evidence of facility user's group insurance.
5. The use of alcohol, tobacco products and illegal substances will not be tolerated under any circumstances.

*Approved (F-201):*                      *January 2014*

*Revised:*

*Due for Revision:*                      *January 2019*

*Legal Reference:*