

RULES AND REGULATIONS GOVERNING USE OF SCHOOL FACILITIES

It is the responsibility of the group sponsoring the activity to maintain order and to see that the participants and spectators adhere to the following regulations:

1. A certificate of liability insurance must be presented before a contract is signed.
2. Applicant agrees to abide by all State and Local codes when using the building and grounds, and to prohibit any unbecoming conduct within the building and/or on the grounds.
3. Applicant agrees to be responsible to the Board of Education for the proper use and care of building and grounds and further agrees that the character of entertainment or activity will conform to that stated in the application.
4. The building will not be opened until adequate adult supervision is present. Youngsters not accompanied by parents or other adult supervision will not be permitted in the building.
5. The applicant agrees to use only the areas of the building mentioned in the contract, restrooms and nearby hallways. The remainder of the building is not to be used.
6. The organization or individual using the building or grounds shall assume all liability to spectators and to the Board of Education for said use and will pay for any damage incurred to people or property. This includes the cost of removing markings from crayon, paint, oils, etc. from floors, walls, doors, or other parts of the building.
7. There will be no possession, use or sale of intoxicating liquors or illegal drugs on the premises.
8. Smoking is not permitted on school property.
9. Special permission of the building principal is necessary before installing decorations. All paper and decorations used in decorating the buildings will be flameproof. Lighted candles or other sources of fire are not to be used in the buildings.
10. Nails or screws will not be used for fastening decorations to any part of the building.
11. The building will be cleaned and arranged for school use before the next school day. An additional charge will be made for non-compliance unless a custodian is scheduled for this responsibility. Furniture is not to be moved without prior approval of the principal or designee. No equipment is to be removed from any building except with **PRIOR** approval of the building principal.
12. Additional regulations governing the use of the building may be made by the building principal, subject to the approval of the Superintendent or designee.
13. Report all unusual incidences or those incidences beyond your control to school authorities and/or police.
14. The individual or group using the building may forfeit the privilege of further occupancy if any of the above rules are violated.

Revised 12/06