

**REGULATIONS FOR SCHOOL FACILITY USAGE  
FORT ZUMWALT SCHOOL DISTRICT**

**The Fort Zumwalt School District, Board of Education and its employees assumes no liability for any injury to person to whom a permit is issued, to any person connected with the activity, or to any person who may be in attendance at the sponsored event, nor does the Board assume any liability for damage to property belonging to the permit holder.**

**Any organization violating any of the following rules and regulations will be prohibited from use of school facilities.**

Throughout the term of the contract, each facility usage must be consistent with information provided on the application form (namely, purpose for which building will be used, number of attendees, age of attendees, charges to participant's person in charge). A usage application may not be transferred. Any change in the name and phone number of the person in charge of the facility usage must be reported to the school and district office.

School district activities, even those scheduled on short notice, must take priority over buildings use by other community groups or organizations. The district reserves the right to cancel contracts for facility usage to accommodate school-related activities. If inclement weather results in school closing, facilities will not be available for use.

The FZSD facilities are for groups made up of FZSD residents and students. Groups not made up of FZSD residents and students will be charged a rental fee and will be approved only if times/dates/spaces are available.

The use of school facilities must be over by 9:00pm at elementary schools or 10:00pm at secondary schools.

Any group utilizing school facilities must provide adequate adult supervision of the participants throughout the term of the activity. Participants should not arrive before the scheduled starting time. Should members of the group arrive early, supervision is the responsibility of the organization. Children who accompany group activity participants, but do not participate themselves, must remain in the area assigned to the group and must be properly supervised at all times.

Each participant of the group must cooperate with and follow the directions of the custodial staff.

Groups will only be provided access to the rooms or spaces specifically requested in the application and only for the dates requested and approved. Approval to use district facilities does not give permission for the group to use district equipment such as interactive whiteboards, computers, electronic equipment, musical instruments, public address systems, projectors, kitchen appliances, scoreboards, or athletic gear. The superintendent or designee may provide access to equipment at his or her discretion any may charge a fee or security deposit for such use. The superintendent or designee may determine that some equipment may only be used by district staff and charge the group for the cost of providing a knowledgeable employee, such as a technician for the auditorium or a cook for using kitchen appliances.

Groups are expected to leave the facility neat, orderly and as clean as it was prior to the groups use. Restrooms must be checked and left in good order. Nothing may be attached to the walls, ceilings or floor without prior approval.

The use, consumption, or sale of drugs, tobacco or alcoholic beverages is prohibited on school property. Smoking is also prohibited on school property.

Games of chance when cash is paid out are prohibited when on school property or when the school is directly involved. This includes bingo, 50/50, heads or tails, etc.

No baseball/softball practice. No equipment relating to baseball/softball allowed. No regulation soccer, football or futsal balls. No roller skates or roller blades are allowed in any part of the facility. In addition, only rubber-soled shoes of a type that will not mar or scar gym floors are allowed in gymnasiums.

Any damage or destruction to property and/or equipment determined to have occurred during the term of the rental agreement will be the responsibility of the group or organization using the facility.

Security Assistance (off duty police officers) may be required by the district dependent upon the activity and/or number of participants/attendees. When required, and additional fees will apply.

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| Adopted: | August 16, 1999 |
| Revised: | June 5, 2008    |
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| Revised: | May 21, 2012    |
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