

7510 USE OF SCHOOL FACILITIES

The Board of Education believes the school facilities of this district should be made available for community purposes, provided that such use does not interfere with the educational and co-curricular programs of the school district. For the purpose of this policy, "school facilities" also includes school grounds.

The Board will permit the use of school facilities when such permission has been requested in writing and has been approved by the Business Administrator, **Principal, Assistant Principal, and Supervisor of Buildings and Grounds**. The Board reserves the right to withdraw permission after it has been granted in the event circumstances change requiring such school facilities or school grounds will be needed for a school district purpose or due to a school closing due to weather or other emergency.

In weighing competing requests for the use of school facilities, the Board will give priority to the following uses, in the descending order given:

- A. Uses and groups directly related to the schools and the operations of the schools, including pupil and teacher groups;
- B. Uses and organizations indirectly related to the schools, including the P.T.A.;
- C. Departments and agencies of the municipal government;
- D. Governmental agencies;
- E. Community organizations formed for charitable, civic, social, or educational purposes;
- F. Private groups and organizations;

The use of school facilities will not be granted for the advantage of any partisan political activity, or any private social function.

The use of school facilities will not be granted for any purpose that is prohibited by law.

Each user shall present evidence of the purchase of organizational liability insurance to the limit as prescribed by district regulations. Users shall be financially liable for damage to the facilities and for proper chaperonage as required by the school district administration.



POLICY

GLASSBORO
BOARD OF EDUCATION

PROPERTY
7510/Page 2 of 2
USE OF SCHOOL FACILITIES

Use of school equipment in conjunction with the use of school facilities must be specifically requested in writing and may be granted in accordance with Policy No. 7520. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use, regardless of any assignment of negligence. Where rules so specify, certain items of equipment may only be used by a qualified operator approved by the school district administration.

The Board shall establish a schedule of fees for the use of school facilities based upon the following guidelines:

1. The use of school facilities for activities directly related to the educational program and district operations shall be without cost to the user except that the user shall be responsible for any custodial costs incurred by the use, any fees charged by a law enforcement agency in connection with the use, **and any direct cost incurred due to the use of the facility.**
2. All other organizations or persons granted the use of school shall pay in advance the scheduled fee and the cost of any additional staff services required by the use.

The Superintendent shall develop regulations for the use of school facilities; such regulations shall be distributed to every user of the facilities and every applicant for the use of school facilities. Permission to use school facilities shall be granted only to persons and organizations that agree in writing to be bound by these regulations granted by the school district.

N.J.S.A. 18A:20-20; 18A:20-34

Revised: May 23, 2012

