

REQUIREMENTS FOR SHORT-TERM USE OF SCHOOL FACILITIES

- The School Committee shall approve a schedule of fees for use of school facilities utilizing actual costs as data in the determination of fees.
- No application for use of school facilities shall be approved more than six (6) months in advance of the intended use.
- While every reasonable attempt will be made to provide for long-term (one year) scheduling of facilities, other than the auditorium, for organizations that can demonstrate a legitimate need to reserve space on this basis, any applicant for facilities use shall agree in writing to accept the assignment of alternate space if other needs for the space should arise.
- Applicants will need to provide reasonable advance notice of the intent to use school facilities.
- Applicants for use of facilities shall execute a written agreement for such use.
- Applicants must provide proof of liability insurance that meets the requirements of administrative regulations before use of a facility is permitted.
- Users shall comply with all applicable statutes, ordinances and regulations in addition to any conditions imposed by the School Committee.
- School personnel, when required by the School Committee to be present, shall be present at the expense of the User.
- Users may be required to pay for custodial time if the event requires custodial support over and above normal responsibilities / time.
- No dogs are allowed on school property. Exceptions to this prohibition are for those individuals who have valid and documented need of canine assistance for medical/disability reasons or for aiding law enforcement.