

USE OF SCHOOL FACILITIES

Application for use of school facilities shall be made to the facilities coordinator.

Professional fundraisers representing charities must provide evidence that the fundraiser:

- A. Is recognized by the Philanthropic Division of the Better Business Bureau;
- B. Is registered and bonded by the state of Washington; and
- C. Will give the charity at least sixty (60) percent of the gross revenues.

The superintendent shall develop and recommend to the board a fee schedule applicable for use of school facilities as needed.

Facility Usage Fee (see Facility Use Fee Form for more detail)

**Category I**                      No charge unless additional expenses occur beyond regular hours  
School /Community,  
Child-related groups

**Category II**                     Charge shall meet costs  
Nonprofit groups

**Category III**                    Rates shall be similar to rate of market facilities  
Commercial Enterprises

Sponsoring organizations shall provide sufficient, competent adult and/or special supervision, and the amount of adequate supervision shall be agreed upon at the time the authorization is issued.

Alcoholic beverages and illegal drugs shall not be permitted in school facilities or on school property at any time. Tobacco use is prohibited in school facilities and on school property.

All applicants for use of school facilities shall hold the district free and without harm from any loss or damage, liability or expense that may arise during, or be caused in anyway by such use or occupancy of school facilities. Also, in the event that property loss or damage is incurred during such use or occupancy, the amount of damage shall be decided by the superintendent and approved by the board, and a bill for damages shall be presented to the group using or occupying the facilities during the time the loss or damage was sustained.

All applicants for use of school facilities shall maintain accident and liability insurance for persons using the district’s facilities under the applicant’s sponsorship in an amount not less than \$50,000 due to bodily injury or death of one person or at least \$100,000 due to bodily injury or death of two or more persons in any incident. If use of the district’s facilities is to be ongoing, the applicant shall provide evidence to the district once every thirty days that the insurance remains in effect.

The superintendent possesses the authority to make the decision on use of school facilities by a group. The group may appeal such decisions to the board.

Because of the value of district's playing fields to the community's total recreational opportunity, the fields may be used by all residents. The use must be appropriate and compatible with each play field and its surrounding area. Such use shall not result in destruction, damages, or undue wear, or pose a hazard to children or others. Activities which endanger others or cause damage to fields and lawns are restricted. Should damage to fields and lawn occur the superintendent shall make a reasonable effort to obtain restitution for the damage.

A custodian or other authorized staff member must be on the premises when any non school group is using the school facilities. When no regular employee is on duty, the building administrator in charge of scheduling shall specify the supervisory and/or custodial employees necessary. Users shall be responsible for costs of such employees per the Facility Use Fee description.

Categories I, II, and III must provide:

- Facilities Use Form
- Proof of Concussion Compliance
- Outside proof of insurance

Category I must additionally provide:

- Proof of %50 Freeman School District residence roster

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Adoption Date: February 11, 1999  
Revised: January 10, 2012