

Waterford School District Facility Policy

Waterford School District facilities shall be available for the uses listed below. When there are competing interests for the use of facilities, approval will be given according to the following priorities:

- Individual site sponsored activities have first priority in each building
- Directly related to the schools and the operations of the schools
- Groups indirectly related to the schools
- Voter registration and elections
- Meetings of employee associations
- Departments or agencies of the municipal government
- Other governmental agencies
- Community organizations formed for charitable, civic, social, religious, or educational purposes
- Commercial or profit-making organizations
- Partisan political activity
- Private social functions

The use of school facilities shall not be granted for any purpose that is prohibited by law. The Waterford School District maintains the right of refusal if it is in the best interest of the District. No liability shall attach to this District, any employee, officer, or member of this District specifically as a consequence of permitting access to these facilities.

The Board of Education believes that the school facilities of this District should be made available for community purposes, provided that such use does not infringe on the original and necessary purpose of the property or interfere with the educational program of the schools and is harmonious with the purposes of this District.

The Board will permit the use of school facilities when a responsible organization, group, or individual(s) completes the appropriate procedures and agrees to abide by the policies and procedures of the District. The Facility Usage Coordinator will coordinate all requests.

The Board also recognizes that the primary purpose of the school facilities is to implement the instructional program of the District. The Board further recognizes that there are costs involved in non-school use of facilities and that charges should be made so that tax dollars are not used in support of non-school activities. Individuals, including district employees, or organizations will not be permitted to rent school facilities for profit-making activities.

The administration shall develop a fee schedule and regulations governing the use and rental of school facilities to protect the regular instructional program and those who use the facilities. Each user may be required to present evidence of the purchase of organizational liability insurance to the limit prescribed by District administrative guidelines. Use of the school equipment, in conjunction with the use of school facilities, must be specifically requested in writing. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use. Users shall be financially liable for damage to the facilities and for proper supervision.