

The Board subscribes to the notion that the public schools are owned and operated by and for its patrons and that the schools become an integral part of the community. To this end, the Board encourages public use of school facilities.

Authorization for use of school facilities shall not be considered as an endorsement of or approval of the activity, group or organization, nor the purposes they represent.

#### Priority of Usage

The following priorities are to be adhered to by the scheduling authority:

- A. School Related Activities: All activities which are recognized by the School Board as being directly related to the educational process.
- B. Government Activities: All activities conducted by any governmental organization recognized under the laws of the United States, the State of New Hampshire, and the town.
- C. Recreation Commission Activities.
- D. Civic Organization Activities: Activities sponsored by any social, service, fraternal, or religious organization which serves the community on a non-profit basis. Youth civic organizations will have priority in this Section.
- E. Other Private or Commercial Activities.

The right to authorize use of school facilities shall be retained by the Board in cooperation with the Superintendent of Schools.

Written application shall be available in the school principal's office, and should be completed at least seven (7) days prior to the requested use.

#### Regulations Governing Use

- A. Parking Lots: Parking of all vehicles at events or activities shall be restricted to the parking lots and other designated parking areas.
- B. Restrictions on Use: All persons utilizing the facilities during any event or activity shall restrict their use of same to the areas defined as 'facilities' above, except for purposes of ingress and egress to said facilities.
- C. Reorganization of School Property: Any school district property within the facilities being utilized may be rearranged for purposes of permitting the planned event or activity to go forward but shall not be used or distributed except by prior arrangement. In the even of any rearrangement of said property, the items so rearranged shall be returned to their original locations at the termination of the planned event or activity.
- D. Food and Drink: Consumption of food and beverages shall be restricted to areas designated for same. The use of any and all alcoholic beverages is expressly prohibited at all times on property owned by the school district.

- E. Safety: All safety regulations established by local and/or state officials shall be complied with at all times.

The calendar for building use will be maintained by the building principal.

The Board shall establish such fees as they deem reasonable and print these on the application form. They shall be reviewed once each year. Fees may be waived by the Board, in particular, for governmental and for recreation commission use.

Organizations will be required to hire school district custodial personnel if no custodian is scheduled to work during the hours of proposed use.

Police and/or fire protection which may be necessary for certain activities will be the responsibility of the organization using the facilities.

In the event that property loss or damage is incurred during use, the amount of damage shall be determined by the Superintendent, and approved by the Board. The group using the facility during the time the loss or damage was sustained will be billed.

Law Reference:

Appendix Reference:

Date Adopted: February 12, 2005

Revision Dates:

Last Review Date: February 12, 2005