

ATTLEBORO PUBLIC SCHOOLS
Attleboro, Massachusetts

File: KF-R1

Community Use of School Facilities
Regulations

The use of school buildings, grounds, equipment, and facilities will be authorized by the Director of Finance/Controller in conformity with the following Regulations, which have been approved by the School Committee.

1. Requests for the use of school facilities will be made through the Business Office at least fourteen (14) days prior to the date of use.
2. School facilities may not be used for individual, private, or commercial purposes.
3. Request for school facilities must be cleared with the Building Principal, and/or the Business Office and/or both should the nature of the request so justify.
4. School-related groups will be permitted reasonable use of school facilities without charge.
5. All activities must be under competent adult supervision approved by the Business Office and Principal of the building involved. In all cases, an assigned school employee will be present. The group using the facilities will be responsible for any damage to the building or equipment.
6. Groups receiving permission are restricted to the dates and hours approved and to the building area and facilities specified, unless requested changes are approved by the Business Office.
7. Groups receiving permission are responsible, at all-times, for the observance of fire and safety requirements.
8. Smoking in the buildings and/or on school grounds is not permitted.
9. Proper liability insurance will be required of all groups given permission to use school facilities.
10. The School Committee will approve and periodically review a fee schedule for the use of school facilities.
11. In situations where there is no cost factor to the school system or in situations where a mutual exchange of facilities is possible between the school system and the organization, rates may be modified and/or eliminated by the Director of Finance/Controller. In situations where extended usage for a long period-of-time is required, rates may be set at a contract price.
12. The School Committee reserves the right to cancel any permission granted.

Source: MASC

Policy and Personnel Approved: 03-06-17
School Committee Approved/Tabled: 03-13-17
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