

SECTION: PROPERTY

TITLE: USE OF SCHOOL FACILITIES

ADOPTED: June 19, 2001

REVISED: October 27, 2005
May 12, 2011

AVON GROVE SCHOOL DISTRICT

707. USE OF SCHOOL FACILITIES	
<p>1. Purpose SC 775</p>	<p>School fields and buildings may be made available to civic, community, and service groups for temporary use. Ordinarily school facilities shall be used only by organizations within the Avon Grove School District community. This use shall not interfere with school programs and shall be subject to the rules and regulations adopted by the Board of School Directors.</p>
<p>2. Authority 20 U.S.C. I7181 et seq. and 7905</p>	<p>The Board may authorize the use of school buildings, or athletic fields to any reputable organization or group of persons for cultural, civic, community or charitable purposes, subject to such charges as the Board shall consider proper to reimburse it for any costs resulting from the authorized use of such buildings or athletic fields.</p> <p>All requests for the use of facilities and athletic fields must be submitted to the building principal or his/her designee for approval. Upon approval, the request is to be submitted to the business manager who shall approve or reject all requests for the use of school buildings or grounds.</p> <p>The superintendent, business manager and the building principal are authorized to approve or reject all requests for the use of the school grounds and buildings for other than school purposes. For those requests that are not clearly defined under the statement of policy, special action may be taken by the Board of School Directors.</p>
<p>3. Guidelines</p>	<p>Groups using a facility or athletic field must have a Facilities Use Permit All groups must display the permit when using the facility. Unauthorized use of school facilities is considered as trespassing.</p> <p>1. All fields and facilities are to be "as is." Any special requests shall require approval by the District and the cost will be borne by the outside group.</p> <p><u>It is the responsibility of the user to know and enforce all district policies and</u></p>

<p>4. Classifications SC 511 Title 22 Sec. 12.9 (g)</p> <p>20 U.S.C. §7905</p>	<p><u>laws</u>. All users should read the policies and have any unclear portions explained to them. Copies of all policies are available online at the District office and in all schools' main office. The hiring of a police officer or a security person may be required by the School District. The cost shall be borne by the organization using the facility.</p> <p>All facilities are to be left in the original condition and/or set-up.</p> <ol style="list-style-type: none"> 2. User assumes responsibility for all participants and/or spectators for liability or injury resulting from accidents. User further agrees this to be on an "Use At Your Own Risk" basis and saves harmless the Board and its agents. User will provide a certificate of insurance, on the form of the insurance company providing the coverage, evidencing insurance in the required amounts and naming Avon Grove School District as an additional insured. Minimum coverage general liability limit including bodily injury and property damage of \$1,000,000. 3. Any local, Commonwealth or federal law or regulation by the Department of Education is automatically part of this policy and shall take precedent over these policy provisions. <p>Facility use will be determined by the following classifications. Group I will have first priority down to Group IV, which will have last.</p> <ol style="list-style-type: none"> I. School Affiliated Organizations: All home and school organizations, PTO, PTA, PAC, Boosters, clubs and athletic teams. II. Groups from the seven municipalities that make up the Avon Grove School District which are state recognized charities, or not-for-profit (and are made up of 75% Avon Grove residents). (Charities and not for profit organizations must provide proof of their 501(C)(3) status or Pennsylvania Charitable Organization status. III. Class III – University/Educational institutions and Pennsylvania Charitable Organizations (non school related) where participants are less than 75% Avon Grove residents. (Show Certificate 501 (c) (3) or Pennsylvania Charitable Organization Status. IV. Class IV – All Other Organizations <ul style="list-style-type: none"> Tier 1 – Private enterprise/groups for benefit of youth or a youth group Tier 2 – Any entity that charges a fee, tuition, admission, etc., that does not meet the criteria of any other classification. <p>For the purpose of applications the year will be divided into quarters. Application</p>
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<p>5. Fees and classifications</p> <p>SC 775</p>	<p>will be made during the application period. All applications received during this period will be treated equally. All applications must be accompanied by a self-addressed, stamped, legal sized envelope.</p> <p>Fall Season: September 1 to December 15 Application Period: July 1 to August 1</p> <p>Winter Season: December 16 to March 31 Application Period: October 16 to November 16</p> <p>Spring Season: April 1 to June 30 Application Period: February 1 to March 1</p> <p>Summer Season: July 1 to September 1 Application Period: April 18 to May 18</p> <p>School programs and activities have first priority for the use of facilities. Outside groups can not request a school group to vacate a facility or field.</p> <p>The district retains the right to exclude any facility, or field, from outside use. The district may remove a field from service for maintenance, restoration or repair</p> <p>Class I organization shall have free use of all fields and facilities for regular meetings, programs, and fundraising activities. If buildings are used on weekends or after regularly scheduled hours, and a building level administrator is present, s/he will unlock or lock the facility. The cost of additional custodial or cafeteria staff and special services will be borne by the Class I organization. The Board of Directors may waive any or all additional charges if, in its opinion, the program is of exceptional merit to the Avon Grove School District Community.</p> <p>Class II, III and IV organizations will be charged a facilities use fee. Student groups charging an admission fee/service fee and all Class I, II, III and IV organizations will be charged for special requests or services, and fees will be charged to open and close buildings on weekends or if programs run after regularly scheduled hours.</p> <p>Fee Schedule:</p> <p>A fee schedule is attached to the Administrative Rule to this policy. The fee schedule will be reviewed and approved annually by the Board of School Directors.</p> <p>The Superintendent shall develop rules and regulations in the form of an administrative rule to administer the use of school facilities.</p>
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