

COMMUNITY USE OF SCHOOL FACILITIES

The Board of Education believes that the community should be encouraged to make use of the school facilities of this district. Recognizing, of course, that the primary use of these buildings must be for the education of young people, the district will make every attempt, within the statutes of the State of Ohio, to allow use by the community when the buildings are not being used for their major purpose.

The Board may permit the use of District grounds and facilities when such permission has been requested in writing by a responsible organization, or a group of at least seven (7) citizens. The District facilities may be used for:

- A. Social centers for the entertainment and education of the people;
- B. Discussion of all topics tending to the development of personal character and of civil welfare, and for religious exercises;
- C. Giving instructions in any branch of education, learning, or the arts;
- D. Holding educational, religious, civic, social, or recreational meetings and entertainments, and for such other purposes as promote the welfare of the community; provided such meetings and entertainments shall be nonexclusive and open to the general public;
- E. Public library purposes, as a station for a public library, or as reading rooms; or
- F. Polling places, for holding elections and for the registrations of voters, or for holding grange or similar meetings.

When there are competing interests, approval may be given according to the following priorities:

- A. Uses directly related to the schools and the operations of the schools;
- B. Uses for the registration of voters and conduct of elections;
- C. Uses and organizations indirectly related to the schools, including the PTA, PTO;
- D. Community organizations formed for charitable, civic, social or educational purposes;
- E. Departments or agencies of the municipal government; and
- F. All other organizations or persons granted the use of schools.

Use of school equipment in conjunction with the use of school facilities must be requested specifically in writing, and may be granted by the procedure by which permission to use facilities is granted. The users of school equipment must accept liability for any damage or loss to such

equipment that occurs while it is in their use and/or possession. All scheduling should be carried through by the Superintendent of Schools and at least one week in advance of the date desired.

The Board reserves the right to override school use permission granted by the administration.

Users shall be financially liable for damage or excessive wear to the facilities and for proper chaperonage.

The Board reserves the right to grant use of school facilities without cost or at a reduced cost to the following: student organizations, school boosters, education associations, PTA/PTO, and local civic groups.

All other organizations or persons shall pay a fee and be responsible for any extra custodial and/or police or security fees.

No liability shall attach to the District or any of its employees and officers specifically as a consequence of permitting access to these facilities. Groups utilizing school facilities agree to defend, hold harmless, and indemnify the Board against any legal liability with respect to bodily injury, death, or property damage arising from the negligent use of Board facilities. All groups utilizing school facilities shall be required to carry liability insurance which names the Board, its members and employees as additional insureds, and which meets with the approval of the Board. Copies of said liability policy (ies) shall be attached to the form requesting use of the facility.

Regardless of the purpose for which the use of school facilities is granted, such use shall not violate the safety/health codes of the State of Ohio. Further, no intoxicants of any kind are permitted on school premises. Smoking is prohibited.

The contracting group or organization must assume complete responsibility for:

- A. Breakage or other damage to the building or equipment;
- B. The enforcement of any special rules of the Board;
- C. The general conduct of all persons while they are in or about school property; and
- D. General security, traffic and parking controls associated with the event or activity for which the school facilities have been rented.
- E. Any infringement on copyright laws including the showing of commercial movies or programs with copyrighted content.

The contracting group organization shall further sign a form indicating that it will follow all federal, state and municipal laws, rules and ordinances during the use of the facility, including any laws restricting the display, exhibition or performance of copyrighted works. The contracting group or organization shall further agree on this form that it will comply with all District policies and procedures.

1. The rental fee for “for-profit” groups shall be \$20.00 per evening’s rental for use of a classroom; \$110.00 per evening’s rental for the New London Large Gymnasium; \$50.00 per evening for the Small Gymnasium; and \$100.00 per evening for the New London Cafetorium, anytime during the year. A separate rental agreement for lighting is required. Both “non-profit” and “for-profit” groups will be charged a custodial fee as specified by the New London Board of Education and shall be added to the foregoing rental fees.

In addition, a charge will be made for any damage to school facilities in excess of ordinary wear. The New London Board of Education will supply the necessary heat, light, water and restroom facilities.

2. When use of the school kitchens and dining halls is granted, a cafeteria employee must be consulted. A cafeteria employee must be present during any use of the school kitchens, however, this requirement may be omitted if in the opinion of the cafeteria manager equipment usage will be minimal. All equipment, dishes and utensils shall be washed after use and the kitchen left ready for the next day’s operation.
3. The New London Board of Education assumes no responsibility for accidents, thefts or vandalism to persons or property resulting from private use of school facilities or parking areas. It is understood that the New London Board of Education cannot insure private individuals or their property beyond the limits described in the Ohio Revised Code.

STAGE LIGHT/SPOTLIGHTS AND EQUIPMENT RENTAL

Anyone wishing to use the stage lights in conjunction with the gym rental must agree to the following regulations. All lights and equipment can only be used in the New London Cafetorium, transportation is prohibited. Payment will be as follows:

1. A bulb rental fee of 50¢ an hour per spotlight and 25¢ an hour for the ellipsoidal lights.
2. \$25.00 per day equipment rental fee.
3. A New London staff employee must be present at all times and must be paid by the group or individual at the summer school teachers’ hourly rate of pay. Only those staff members that the High School Principal has approved can be used.
4. Damage to equipment must be paid by the group or individual whether the damage is done by the staff member or anyone else. Bulbs must be replaced.

5. A \$100.00 deposit must be made for damaged equipment or broken bulbs. The deposit will be returned, either partially or totally after the performance. (A few days will be needed to assess damage and cost.)

LEGAL REFS: O.R.C. §§3313.75, 3313.76, 3313.77; 20 U.S.C. §4071 et seq.

Adopted: August 15, 2016