

USE OF SCHOOL PROPERTY (REGULATIONS)

School property shall be used for the education of students within this district. School facilities, including the showers and gym, shall not be used by teachers for personal grooming. Access to rooms or facilities, including playing fields, other than approved by application, shall not be permitted.

Requests for the use of school property must be made through the superintendent's office. Persons and organizations wishing to use school property should obtain from the district office the necessary application forms. Application for use of school property must be submitted at least one week in advance. Return the forms to the district office.

If a rental charge is required, it shall be paid in the district business office. All checks shall be made payable to: Yale Public Schools.

School property shall not be available on occasions or during hours that have been scheduled in advance by the various school principals for school exercises or functions in connection with regular schoolwork.

Persons or organizations using school property that include a stage and stage equipment shall not be permitted to remove or displace furniture or apparatus. Pianos shall not be moved on or off the stage, except under the direction of the district personnel in charge.

Access to rooms or facilities, including playing fields, other than approved by application, shall not be permitted.

No intoxicants or narcotics shall be used in or about school buildings, premises, and transportation equipment, including playing fields; nor shall profane language, quarreling, fighting, or gambling be permitted.

Smoking in school buildings is prohibited. Violations of this rule by any organization during occupancy shall be sufficient cause for denying further use of school premises to the organization. The school district's policy regarding tobacco use will be provided, which discloses the school's rules regarding tobacco products on school premises.

Juvenile organizations must have adequate adult sponsorship and supervision. Students using the facilities must be supervised by a teacher, school employee, or designee appointed by the board of education.

The person or group receiving the permit shall be responsible in case of loss or damage.

No preparation shall be used on the floors at any time by groups using a building for dancing.

A school employee must be on the school grounds at all times when facilities are being used by outside groups. When custodians are normally not on duty, any group using school facilities must pay for the custodian's time, in addition to any rental fee as prescribed. The custodian is paid at his/her time and one-half rate.

Any person applying for the use of school property on behalf of any society, group, or organization shall be a member of such applicant group and must present written authorization from such applicant group to make such application.

All functions must close by midnight unless special arrangements have been made with and approved by the school principal.

USE OF SCHOOL PROPERTY, REGULATIONS (Cont.)

It is the responsibility of the organization to provide proof of liability insurance before using any facility or transportation equipment. A copy of the organization's liability insurance shall be maintained on file in the district administration office.

The school district reserves the right to reschedule any or all school property for another purpose or group should a priority need arise.

During School Hours

School buildings, property, or equipment may be used only by student groups for student group meetings or activities that are related to the curriculum during normal school hours. Such use shall be arranged according to the official school schedule.

The use of school buildings, property, or equipment by students during normal school hours shall be free of charge. However, consent of the superintendent must be obtained. The building custodian and a member of the faculty must be present at the school.

During Non-School Hours

School buildings, property, or equipment may be made available to student or non-student groups for non-curriculum use of a general public interest during non-school hours. A schedule of fees, rates, and charges is outlined below.

These regulations shall be made available to applicants and the observance of these regulations is a condition of the use of the facilities.

Schedule of Fees, Rates, and Charges for Non-Student-Led Groups

Gyms - \$10.00 for practice (minimum rental of 3 hours).

Custodial service will be made available at ~~\$5.00 per hour~~ the actual cost incurred by the school district for the employee's services.

Cafeterias - \$10.00 per hour (minimum rental of 3 hours). If the kitchen is used, at least one cafeteria employee regularly assigned to that kitchen must be used for an additional rate of the actual cost incurred by the school district for the employee's services. Custodial service will be available at the actual cost incurred by the school district for the employee's services.

Classrooms - \$10.00 per hour per room (minimum rental of 3 hours).

Football Field - \$10.00 per hour (minimum rental of 3 hours) for daytime use. No lights used on field. \$25.00 per hour (minimum rental of 3 hours) for evening use the field lights on. The board was unanimous in saying that it wanted the Yale Youth Sports Association to hold their activities during daytime hours. We believe nighttime events pose a safety and security risk to their program. [Voted into policy on 8/18/2001]

USE OF SCHOOL PROPERTY, REGULATIONS (Cont.)

Other buildings, property, or equipment may be available for use as described above at the discretion of the board of education.

School buses – Driver and gas must be provided by the outside vendor.

Adoption Date: August 10, 2015