

BARNEVELD SCHOOL DISTRICT

PUBLIC USE OF SCHOOL FACILITIES

The Barneveld School Board is committed to making district facilities available primarily for the education of district students and then to local, non-profit, service-oriented groups. An organization approved by the Barneveld School Board may be granted permission to use the school facilities under the conditions and fees established.

The basic purpose of the Barneveld School building is the education of the children residing in the District. All school-sponsored activities have precedence over other groups and their activities relative to use of school facilities. Groups that are not directly sponsored, organized and supervised by the school, but involve the active participation of school district children (Boy Scouts, 4-H, Girl Scouts, Booster Club activities, Little League, etc.) will have precedence over any other group(s) requesting permission to use school facilities.

Groups, using school facilities beyond established working hours or requiring special setup, shall be responsible for payment of custodial wages at the prevailing rate, which may be time and a half. If kitchen equipment is to be used in conjunction with any of the school areas, a designated person must be "in charge" and will be held responsible for the cleaning and use of the kitchen equipment. The organization or adult approved to use the school facility shall assume full responsibility for any damages to the facility and for the replacement of equipment in the event of damages or loss.

There may be a school employee or a board approved, designated person present in the facility at all times that any school, community, or non-school group is using the facility. The assignment of keys to a designated person will be the responsibility of the District Administrator or his/her designee.

Application for use of school facilities shall be made by accessing the [Building Use Request](#) form on the School Web Site(www.barneveld.k12.wi.us) . The District (School Board or Administrator) reserves the right to reject any application for facility use or terminate any agreement without advance notice

Guidelines

An individual or group may use the Barneveld School District facilities upon approval and according to the following conditions:

1. The person/group making this request must be Barneveld School District adult citizen.
2. If necessary, one person in the group will be responsible for signing out and returning the key.
3. School equipment may be approved by the District Administrator at his/her discretion. The use of expendable equipment such as physical education equipment and supplies will not be allowed.

4. The group or individual making the request is 100% responsible for any physical damage done to the school facilities by those people who are involved in the activity or by anyone allowed in the building as the result of such use.
5. The school assumes no legal or financial liability/responsibility for injury, which results from this use.
6. The physical condition of the building must be left in the same condition in which it was found. The individual or group making the request is responsible to restore the facility to the condition to which it was found (dust mop gym floor, turn off lights, lock doors, etc.).
7. Smoking is not allowed in the building or on the grounds.
8. The use or possession of illegal drugs or alcoholic beverages is not allowed on school district property at any time.
9. The use of the facilities shall be only for that which is requested and for no other purpose.
10. All scheduled school use will take priority over requests for outside use.

Policy violations shall result in termination of the right to the use of the building. The District Administrator will be responsible for making the decision.

Adopted: December 9, 2009

Revised: June 8, 2016