

POLICY

Old Bridge Board of Education

Section: Property

7510. USE OF SCHOOL FACILITIES

Date Created: January 1999

Date Edited: January 2021

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The Board of Education believes that the school facilities of this district should be made available for community purposes, provided that such use does not interfere with the educational and co-curricular programs of the school district or the various school activities and is in accordance with the policies and regulations of the district. For the purpose of this policy, 'school facilities' also includes school grounds.

The Board will permit the use of school facilities when such permission has been requested in writing and has been approved by the Superintendent or his or her designated administrator. The attached *Application for Use of School Facilities Form* must be completed in full in order to use the facilities of this district. The Board reserves the right to withdraw permission after it has been granted in the event circumstances change requiring such school facilities or school grounds will be needed for a school district purpose or due to a school closing due to weather or other emergency.

NOTE: The use of the Lombardi Field Complex, with the exceptions as outlined and contained with the Interlocal Government Agreement between the Old Bridge Township Board of Education and the Township of Old Bridge (on file in the Office of the School Business Administrator), is not routinely available for non-Board of Education use unless specifically recommended by the Superintendent of Schools and authorized by the Board of Education. In such cases, special terms of agreement and rates would be authorized.

Due to Budgetary Constraints, effective July 1, 2011, the evening hours/closing times of School Facilities have been revised as follows:

School Facility	Former Closing Time	Revised Closing Time
Old Bridge High School-Main Bldg. & GNC	12 Midnight	10 P.M.
Jonas Salk and Carl Sandburg Middle Schools	11 P.M.	10 P.M.
All Elementary Schools	11 P.M.	7, 8, or 9 P.M. (To be Determined based on Specific Request/Need)

A COPY OF THE APPROVED APPLICATION FOR USE OF SCHOOL FACILITIES SHOULD BE CARRIED BY THE APPLICANT AND AVAILABLE FOR REVIEW ON THE DATE OF THE FACILITY USE.

Priority shall be given to:

1. Uses and groups directly related to the schools and the operations of the schools, including student and teacher groups;
2. Uses and organizations indirectly related to the schools, including the P.T.A.;
3. Departments and agencies of municipal government;
4. Community organizations formed for charitable, civic, social, or educational purposes;
5. All others who qualify, in order of application.

The use of school facilities shall not be granted to:

1. Organizations advocating the violent overthrow of government.
2. Youth groups without appropriate adult supervision.
3. Any group for any purpose that is prohibited by law

The use of school facilities during normal periods of custodial coverage, for activities directly related to the educational program and district operations shall be without cost to the users. In addition, nonprofit and civic groups shall be permitted to use the school buildings without charge during normal periods of custodial coverage.

A fee shall apply for a business using the school building at any time.

Groups that use the school building at times when the building is not normally covered by custodians will be charged, as a minimum, custodial overtime.

(Note: Revised School Facility Closing Times Provided Above. To ensure compliance with prompt payment regulations, the district will pay the contracted custodial service and bill the facility use applicant; an estimated of custodial costs will be provided at the time the application is submitted)

The school district shall provide a copy of Policy 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries to all youth sports team organizations that operate on school grounds or in school facilities. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that uses school facilities or operates on school grounds if the youth sports team organization provides the school district proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence; insuring the youth sports team organization against liability for any bodily injury suffered by a person. The youth sports team organization must also provide a statement of compliance with the school district’s Policy 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries.

For the purpose of this Policy, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

The Board shall provide to all persons who supervise youth programs that are not sponsored by the school district, but operate a program in a district building before or after school hours, on the weekend, or during a period when school is not in session, information on the district’s school practices and procedures in the event of a school safety or security incident at a school including non-confidential information on evacuation procedures, emergency response protocols, and emergency contact information in accordance with the provisions of N.J.S.A. 18A:41-7.

The Superintendent or his or her designated administrator shall develop procedures for the granting of permission to use school facilities and shall promulgate rules and regulations for such use. He or she shall cause such rules and regulations to be distributed to each user of school facilities and monitor such use to a degree sufficient to ensure that it is in conformity with these rules. Permission to use school facilities shall be granted only to persons and organizations that agree to the terms of Policy, the requirements as outlined in the use of school facilities application, and in accordance with the terms outlined in the approval granted by the school district. These rules shall include but not be limited to:

1. Prohibition of the bringing or serving of alcoholic beverages anywhere on school property by anyone;
2. Prohibition of the bringing, use, possession, or sale of dangerous controlled substances on school property; and

3. Prohibition of smoking at all times anywhere on school grounds in accordance with law.
4. Prohibition of the bringing, use or possession of solid, liquid or gaseous flammable materials on school property, i.e. candles, incense sticks, fire starter sticks, oils, solvents, gaseous hydrogen and the like.

The Board of Education reserves the right to approve the use of school facilities by nonschool organizations for which activities an admission or other charge is made, including the solicitation of funds. Furthermore, the Board of Education shall reserve the right to refuse any and all applications for use of the school buildings. Any person or group attempting to use the district facilities without prior approval shall be considered as trespassing and appropriate remedies shall be invoked.

Any group approved to use specific areas of the school will be legally/financially liable for damage to school property outside this approved use area during their occupancy period.

Any group approved to use specific areas of the school, will be legally/financially liable for any water damage to school property done by setting off any fire sprinkler system.

The Police Department of the Township of Old Bridge will be asked to demand identification for any persons found on school property without authorization after 10:00 p.m. and also any persons consuming alcoholic beverages on school property at any time.

N.J.S.A. 18A:20-20; 18A:20-34

Adopted: 19 January 1999

Revised: 27 June 2000, 27 June 2006, 22 June 2010, 21 June 2011,

12 June 2012, **22 Dec 2020**