

KG-COMMUNITY USE OF FACILITIES

1. Organizations that are non-school related but benefit children in the community may use facilities without charge unless they are sponsoring events for profit by charging admission, fees or taking collections or selling anything on the premises. On these occasions they will be charged \$10.00 per hour of use.
2. School related organizations, where funds are used to directly benefit the school, may use the facilities without charge upon approval of the Superintendent or designee.
3. All users of the Highmore-Harrold School Facilities are to be aware of the following rules and regulations:
 - a. Adults are to accompany and be in charge of any groups using any facility.
 - b. The School District is to be reimbursed for damage or loss to the buildings and/or equipment by the users.
 - c. The users shall assume all responsibility and liability for any injury or damage to persons or property while they are using the school facilities. The person in charge of any group using the school facilities must sign the "School Facility Use" agreement form provided by the district before the facilities are used.
 - d. Activities on the school premises must be appropriate with functions customarily acceptable in the community.
 - e. Any fees charged are to cover operating costs of the facility not including custodial compensation.
 - f. Fees for usage must be paid within 48 hours after use of the facility or further use of the facility will not be allowed.
 - g. Groups, other than school related, using facilities are required to make a \$50.00 refundable deposit prior to using any facilities.
 - h. Tobacco or alcoholic products are not allowed in any building or on school premises.
 - i. Users must clean the facility immediately following the event. All items must be returned to their original location.

Adopted Jan. 14, 2013