

Community Use of School Facilities

WHO MAY USE

The Board may grant the use of school facilities to responsible and organized groups for purposes that provide demonstrable benefit to the schools or to the community as a whole. School facilities shall not be used for personal or commercial activities.

The Board may authorize the use of school property by public members of the community during non-school hours for the purpose of recreation, sport, academic, literary, artistic, or community uses as defined in KRS Chapter 162 pursuant to this and other policies adopted by the Board and related procedures established by the Superintendent.¹

AVAILABILITY

The Board shall determine when and which facilities will be available to the community and establish reasonable fees for their rental.

Community use of school facilities shall not conflict with the scheduling of any school –related activities. Groups receiving approval for continued use of school facilities shall file a schedule of use with the School Facilities Coordinator.

Unless special arrangements are made with the building Principal, all use of facilities by outside groups shall be cancelled when schools are closed due to inclement weather or other emergency conditions.

The Superintendent may permit the use of school facilities for emergency shelter.

APPLICATION AND CONTRACT

The Board shall adopt an official application form and an official rental contract, both of which shall detail the conditions of usage. Persons authorized to represent officially the renting organization must sign the application and contract and be the responsible party for the renting organization.

Applications for extended use of buildings and facilities by community or church groups shall require Board approval. The groups shall be required to submit a time-limit statement in order for the Board to consider the request. No agreement for extended use shall be of more than six (6) months' duration. Renewals of this agreement shall be subject to Board approval.

Formal application must be submitted to the Principal/designee.

Approval of a request to use District facilities does not signify District sponsorship, endorsement or approval of an organization or activity.

LIABILITY

The Board shall require a renting organization to assume all liability for injury to individuals by reason of the lease of Board property and that the organization indemnify and save harmless the Board from any loss or damage thereby.

INSURANCE

If the non-school related activity sponsored by the community group involves admission or is designated as a high-risk activity by the Superintendent or designee, the community group shall provide a certificate of liability insurance naming the Board as additional insured under the policy for the activity.

Community Use of School Facilities**FEES FOR USE**

Renting groups, organizations or individuals shall be charged for the use of facilities.

SUPERVISION

An employee of the Board shall be present at all activities for supervisory purposes. A representative of the organization using the school facilities shall be appointed to be accountable to the staff member supervising the activity, be present at all times, and be responsible for all activities of the persons present.

Groups renting/using District buildings and facilities shall abide by all terms of the contract.

EXCEPTION

Activities that are sponsored by approved student organizations, faculty groups, retired faculty groups, or school-related parent groups, or community service organizations may use school facilities without charge when approved by the Superintendent or his/her designee and supervised by school personnel.

RESTITUTION OF DAMAGES

The renting group or organization shall reimburse the Board for any repair of damages to or replacement of school property lost, stolen, damaged or vandalized while under its care.

DISREGARD OF RULES

Disregard of the rules and regulations governing the use of school buildings and facilities may result in the refusal of the Board to grant the offending group or organization further use of the buildings and facilities.

REFERENCES:

¹[KRS 162.055](#)
[KRS 158.183](#); [KRS 160.290](#); [KRS 160.293](#)
[KRS 160.340](#); [KRS 162.050](#)
[OAG 60-389](#); [OAG 80-78](#)
P. L. 114-95, (Every Student Succeeds Act of 2015)
20 U.S.C. § 7905 (Boy Scouts of America Equal Access Act)

RELATED POLICY:

10.3

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