

AGREEMENT REGARDING USE OF SCHOOL FACILITIES

Name of Applicant Organization: _____

Applicant Organization Address: _____

Telephone Number: _____

The application must include type of use, all dates and times the facility is anticipated to be used by the organization, including any set up, take down and rehearsal dates and times. All rules and regulations apply to all dates and times the group (or committees thereof) are on the premises.

Proposed Use

Date(s)

Times

As part of this application, and in consideration of use of the school district facilities, the applicant organization acknowledges, and agrees, to all of the following:

- (a). The Policy of the Alexandria Township Board of Education entitled "Use of School Facilities" and the Regulations Regarding Use of School Facilities (both adopted by the Alexandria Township Board of Education) have been received, reviewed, and are agreed to by the applicant organization.

An organization or group using any school facilities must assume full responsibility for seeing that all policies, rules and regulations of the Alexandria Township Board of Education are understood and observed by both participants and patrons. An organization or group using any school facilities must assume full responsibility

- (b). Without limiting the above general language, the undersigned applicant organization specifically agrees:
 - 1. To release, and indemnify and save harmless the Alexandria Township Board of Education, from all claims, damages, losses and expenses, whether for personal injuries or property damage, including legal fees, arising out of or resulting from, the use of school district facilities by the applicant organization, or any other person, firm or corporation, involved in such use (such as participants in any activity involved in such use, or spectators of such activity.)
 - 2. To the procedure for assessing damages to the applicant organization, described in Paragraph II B. of the Policy Regarding School Use, and to pay any damages resulting from such assessment.

- (c). Any notice to the applicant organization regarding this Agreement, or this organization's use of school district facilities, may be sent by any representative of the Alexandria Township Board of Education, to the following representative of the organization:

Name: _____

Address: _____

- (d). The applicant organization represents to the Alexandria Township Board of Education that the individuals signing below are authorized to sign and agree to this document on behalf of the applicant organization, and that their signing has been officially and duly authorized by the governing body of the applicant organization.

Name of Applicant Organization: _____

Telephone Number: _____

Duly Authorized Representative: _____

Another Duly Authorized Representative: _____

Date: _____

USE OF SCHOOL FACILITIES

The district facilities belong to the community, for them for the primary purpose of offering a full educational program for its children. Prudent use and management of school facilities outside of the regular operating schedules – providing that such use does not interfere with the orderly conduct of a thorough and efficient system of education – allows the community to benefit from the facilities.

Written application to use school facilities shall be made to the School Business Administrator/Board Secretary who will forward the application to the Board at the next regular Board meeting. The School Business Administrator/Board Secretary will contact a representative of the group or organization to inform them of the Board's decision.

The Board will approve use of the facilities for:

- A. uses and groups directly related to the school and the operations of the school;
- B. uses and organizations indirectly related to the school;
- C. departments or agencies of the municipal government;
- D. other governmental agencies;
- E. community organizations formed for charitable, civic or educational purposes.

The use of school facilities shall not be granted for the advantage of any commercial or profit-making organization, private social functions, or any purpose which is prohibited by law.

The School Business Administrator/Board Secretary will be responsible for maintaining an accurate calendar of all uses of school facilities by school and community groups, and a schedule will be sent to the administrative staff and custodians.

Sponsoring organizations shall provide sufficient competent adult and/or special supervision, and the amount of adequate supervision will be agreed upon at the time the authorization is issued. Certain specific, additional requirements for supervision are stated below in this policy, and may also be stated in the Regulations regarding school use, adopted by the Board.

The Board of Education may refuse to grant the use of a school building whenever, in their judgement, there is good reason why permission should be refused. They shall not be required to give a reason for such refusal.

USE OF SCHOOL FACILITIES

Smoking is prohibited at all times in any district building and on school grounds. No one may bring alcoholic beverages onto any school property. Alcoholic beverages will not be permitted in any school building or elsewhere on school property at any time. Intoxicated or disorderly persons shall not be allowed on the school grounds. All facility use shall comply with state and local fire, health, safety and police regulations.

The buildings shall not be available for community use during holidays, vacation periods, or during the time school is not in session over the summer when the programs interfere with cleaning and maintenance schedules.

Use of school equipment, in conjunction with the use of school facilities, must be specifically requested in writing and may be granted by the procedure by which permission to use facilities is granted. The user of school equipment must accept liability for any damage to or loss of such equipment that occurs while it is in use. Where rules so specify, no item of equipment may be used except by a qualified operator.

Use of district equipment on the premises by nonschool personnel is limited to the equipment that is an integral part of the facility being used, i.e., the stage lights and piano in the auditorium, the basketball baskets in the gym. No district equipment shall be removed from the premises for use by nondistrict personnel.

Damages, resulting from school building use, will be paid by the parties using the building. All applicants for use of school facilities shall hold the Alexandria Township School District free and without harm from any loss or damage, liability or expense that may arise during or be caused in any way by such use or occupancy of district facilities involving injury to person or damage to property.

The Board shall require that all users of school facilities comply with policies of this Board and the rules and regulations of this district. Each user shall present evidence of the purchase of organizational liability insurance to the limit prescribed by such rules.

The Association and its representatives shall have the right to use school buildings at all reasonable hours for meetings of its members. Except in the case of an emergency, the Chief School Administrator of the building shall be notified at least 24 hours in advance of the time and place of all such meetings. Approval shall be given by the Chief School Administrator unless scheduling conflicts arise.

Authorization for use of school facilities shall not be considered as endorsement of or approval of the activity, person, group or organization nor the purposes they represent.

Custodial fees will be charged on an hourly basis. Fees may be imposed upon nonschool related groups.

USE OF SCHOOL FACILITIES

Date: 10/27/86
Revised: 10/23/89
Revised: 09/16/91
Revised: 12/15/98

LEGAL REFERENCES:	N.J.S.A.	2C:33-16	Alcoholic beverages; bringing or possession on school property by person of legal age; penalty
	N.J.S.A.	18A:11-1	General mandatory powers and duties
	N.J.S.A.	18A:20-34	Use of schoolhouse and grounds for various purposes
	N.J.S.A.	26:3D-15	Legislative findings and declarations...(smoking in educational institutions)
	N.J.S.A.	18A:54-20	Powers of board (county vocational schools)
	N.J.A.C.	6:29-1.3(a)8	Policies and procedures

P.L. 103-227, GOALS 2000: Education America Act (Pro Children Act of 1994)

Resnick v. East Brunswick Twp. Bd. Of Ed., 77 N.J. 88 (1978)

