

## USE OF SCHOOL FACILITIES –REGULATIONS

Upon application, the conditions of use which are agreed to by the sponsoring organizations shall include the following:

- No smoking or use of tobacco and electronic cigarettes products on school property.
- No alcoholic beverages are permitted on school property.
- A school custodian, administrator, or staff member designated by the superintendent or building Principal must be on duty at all times when the building is in use.
- Proper public safety personnel must be provided by those renting or using facilities for public functions. The School District reserves the right to determine the need for public safety personnel. All expenses will be paid by the renter.
- Use of the kitchen will require supervision by the food services manager or his/her designee.
- No private concessions or private sale of items will be allowed on district property or facilities unless prior written approval is granted.

The organization using school property shall be responsible for controlling the behavior of persons using the buildings or attending the function by assuring the following:

- No one is to enter the building until the responsible person is present. That person shall remain until all persons related to or associated with the event have left the premises.
- Children must be supervised at all times. One responsible adult should be in charge and present at all times for every 10 participants.

The organization using school property shall protect it from damage by assuring the following:

- Use must be limited to the specific area granted/approved.
- Approved food and beverage will be served and consumed only in the designated areas.
- Persons using the gymnasium will wear appropriate footwear to be determined by the supervisor in charge.
- No school equipment is to be moved, altered, adapted or adjusted without the approval of the building Principal or his/her designee.
- Nothing shall be pinned, taped, or fastened to the walls, curtains, or floors, etc., without the approval of the building principal or his/her designee.
- All scenery, decorations, fixtures, etc., used in school buildings must conform with the applicable fire safety laws, regulations and procedures and shall be removed from the building immediately unless previous arrangements have been made.
- The facility must be left in a clean and orderly condition or there will be a charge for custodial services and or damage/repair.

General Release:

The applicant agrees to abide by all of the aforementioned rules and regulations of the Ipswich Public Schools. As a condition of access to the property, the requesting organization and the undersigned applicant agrees:

- To pay for and assume full liability for any and all loss or damages to person or property or claim thereof resulting to or arising from the use of district property or facilities by such organization or individual (and those granted access to the facility thereby) whether from an occurrence at the property or facility itself during such use, before or after such use, going to and from such use, in or about available parking areas or otherwise.
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- To reimburse or hold harmless the district and the members, agents, and employees thereof from any such loss, damage or claim, including, but not limited to, it or their attorney's fees.
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- To pay any attorney's fees and costs paid or incurred by the district to enforce any obligation imposed under this paragraph or otherwise in the application.

Adopted: February 17, 1983

Adopted Revision: November 17, 1983

Adopted Revision: May 4, 2000

Adopted Revision: May 16, 2002

SOURCE: Ipswich

REVISED: November 29, 2017

ADOPTED: December 7, 2017