

Laurens County School System – Board Policy - Use of School Facilities

The Laurens County Board of Education will permit its school **facilities** or equipment to be used by associations or organizations located within the county for appropriate activities which do not interfere with any activity of the school facilities, under the following conditions:

1. School-sponsored activities will have first priority in the use of school **facilities**. Further, those groups or organizations which exist solely to support the school or a school program, such as parent/teacher organizations and booster clubs, athletic camps to profit athletic teams, and alumni reunions/receptions shall have second priority with regard to the use of school **facilities**. Such groups shall be allowed to use school **facilities** without charge. After school programs will not be charged a fee due to the programs benefiting the students and parents of the Laurens County School System and monies profited from after-school programs remain in the school programs for the benefit of students and the school.
2. Any other governmental entity in the county or any other public educational institution will be allowed to use school **facilities** in accordance with this policy or in accordance with any existing intergovernmental agreement between the school district and the other governmental entity.
3. Laurens County Board of Education facilities generally will not be used gatherings such as memorial services and funerals. The superintendent of schools will be responsible for making decisions for such request on a case by cases bases.
4. Any organization, association or business located in the county or composed primarily of the county residents may request to use the **facilities** of the school system by filing with the principal of the school an application on a form prepared and maintained by the school system. The application shall include a fee schedule indicating the **facilities** of the school subject to use under this policy and the charge or charges associated with that use. These charges shall also include an amount sufficient to pay school system employees for any services, such as janitorial, maintenance or kitchen services, determined by the principal or Superintendent to be necessary in connection with the use of the facility. Any person/organization using the Laurens County Board of Education facilities for personal monetary/financial gain, will be assessed a 20% charge of a total monies taken per month. These monies will be paid to the Laurens County Board of Education general funds for utility/facility costs. The form will designate the contact person who will be the person accountable for complying with the requirements of this policy.
5. Permission to use school system **facilities** does not constitute the endorsement by the Board of Education or the school system of any organization, the beliefs of the organization, nor the expression of any opinion by the organization or any of its representatives.

6. The system reserves the right to withhold approval or to cancel any approved use of school **facilities** when it is determined that such use would be disruptive to the mission or purpose of the school system or if cancellation is necessary for the best interests of the school system or its students.
7. An application for use of school **facilities** must be filed with the principal of the school in accordance with this policy at least ten business days in advance of the anticipated use. The application must be approved by the principal and by the Superintendent. Any and all fees due for the use of the facility must be paid at least five days in advance of the use of the facility and a cancellation fee to be stated on the application may be charged if the requested use of the facility is cancelled with less than forty eight hours' notice. Monies collected from these organizations will be collected monthly by school administration and reported to Laurens County Schools Financial Department.
8. As a part of the application form, all applicants for use of the facility must execute an agreement to hold the Board of Education harmless from any and all loss or damage that may arise during or be caused in any way by the use of the facility. This hold harmless agreement shall include the indemnification for any damages done to the building or property owned by the Board of Education as well as any claim of damages made by anyone else. Further, the agreement shall include a specific release on behalf of the organization using the facility.
9. The Superintendent may, as a condition of use of the facility, require the organization to secure adequate police protection if deemed necessary in the discretion of the Maintenance Director or Superintendent.
10. The organization seeking to use the **facilities** for competitive sports activities will be required to furnish evidence of sufficient insurance in an amount to protect the school district from liability for any bodily injury or damage to property which may occur during the use of facilities by such group or organization.
11. Multi-day or long-term use of system **facilities** by any organization is prohibited. Any request to use school **facilities** will be made and approved for only a single day or portion of a day. The only exception to this provision will be when there exist an intergovernmental agreement such as referred to in paragraph 2 above. The superintendent of schools or principals may waive the provision for extended use.
12. The organization using the facility is responsible for insuring that the facility is returned in a state of cleanliness and in the same condition as when made available for use. Any and all activities conducted on school **facilities** shall be in compliance with all local, state and federal laws and shall conform to existing and relevant school board policies. Illegal drugs, alcoholic beverages and all forms of tobacco are prohibited in school **facilities** and on school grounds.

13. Any failure to comply with the terms of this policy will result in the organization and the designated contact person not being allowed to use school **facilities** in the future.
14. The Superintendent is authorized to prepare regulations or procedures as may be necessary to implement the provisions of this policy.
15. The use of the kitchen facilities by outside caterers is prohibited.

Georgia Code

O.C.G.A 20-202-2068.2

Description

Facilities fund for charter schools” purposes for which may be used; upkeep of charter school property; receipt of surplus from b.o.e.

O.C.G.A. 20-02-0520

Acquiring/disposing of school sites; building, repairing, renting, and furnishing school houses

US CODE

20 USC 7905

Description

Equal Access to Public School Facilities

20 USC 4071

Equal Access Act