SPECIAL USE OF FOOD SERVICES

The Board of Education recognizes that granting the use of the schools' cafeterias can be invaluable to organizations and groups of the community. Cafeteria personnel and facilities will be made available for special school and community events when such events will not disrupt the normal operations of the school and when they are within the capacity of cafeteria personnel and facilities.

A request for the use of a school cafeteria shall be made at least five (5) days before the anticipated event if such event is to occur during normal school hours. If such event is not to occur during normal school hours, ten (10) days notice shall be required. Request forms shall be made available in the Building Principal's office of each school.

Final approval is the jurisdiction of the Business Office.

At least one member of the cafeteria staff shall be on duty at all times during the use of any cafeteria kitchen. Such employee(s) shall perform all duties requested by community organization or student group.

Cross-ref: 1500, Public Use of School Facilities

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