

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Use of School Facilities
Code	707
Status	Active
Adopted	May 10, 2010
Last Revised	November 11, 2024
Last Reviewed	September 4, 2024

Purpose

The Board recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Board may make school facilities available to individuals and community groups without discrimination and in accordance with this policy, provided the use does not interfere with the educational program of the schools. This policy establishes conditions, restrictions and procedures for the use of school facilities for nonschool-sponsored purposes.

Authority

The Board directs that use of school facilities may be granted to individuals and community groups for the following types of activities:

1. Instruction in any branch of education, learning and the arts, consistent with the school district's mission.
2. Social, civic and recreational meetings and entertainment, and other uses pertaining to the welfare of the community; but such use shall be nonexclusive and open to the public without charge.
3. Polling places for holding primaries, elections and special elections as permitted or required by state law.
4. Recreation, physical training and athletics, including competitive athletic contests for children and adults.

The Board shall establish a schedule of fees for the use of school facilities by approved groups. [\[1\]](#)

The Board requires that use of school buildings, grounds and facilities be strictly in accord with the School Code, its regulations and any local regulations such as fire and safety, etc.

The Board reserves the right to require any group to purchase liability insurance up to \$1,000,000. In the event the Board so stipulates, it will be called to the attention of the user at the time of the signing of the contract. The Board assumes no liability for any loss, damage, or personal injury occurring through the use of the facility requested in the application. A liability resulting from the use of the school facility is reserved to the applicant for the same.

The Board reserves the right to require police protection at the time the facilities are being used at the expense of the organization making the request. In the event this is a requirement, it will be stipulated at the time of the signing of the contract.

The school district reserves the right to cancel the use of any facility when an unexpected circumstance requires the school district's use of that particular facility.

The district reserves the right to reject any request upon the belief of the Superintendent that the requested use may pose an unreasonable threat to the health and safety of members of the school community.

Representatives of the School Board reserve the right to attend and monitor all activities held on school property.

In the event of a community disaster, permission to use a school facility may be granted by the Superintendent or building principal.

Delegation of Responsibility

The Superintendent or designee shall implement procedures for requesting and granting permission for use of school facilities and shall distribute the policy and procedures to individuals affected by them.

An application for use of school facilities may be disapproved because of noncompliance with established policy and procedures by the building principal or athletic director.

Any organization or group using the school facilities shall designate one (1) member of the group as being in charge and responsible for the use of the school facilities. This person shall, in turn, be responsible to the principal and custodian of the building in which the event is taking place.

It shall be the responsibility of the organization and the person in charge of the group using the facilities to have complete control over all persons involved and to see they are restricted to the portion of the building requested for the activity. At least one (1) adult shall remain until the premises are vacated as scheduled.

Prohibited Activities

The following activities are strictly prohibited in school facilities when individuals and community groups are granted written permission to use said school facilities:[\[2\]](#)

1. Possession, use or distribution of controlled substances and/or alcoholic beverages prohibited by state or federal law.
2. Possession of weapons.
3. Conduct that would alter, damage or be injurious to any district property, equipment or furnishings.
4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or state and federal laws and regulations.

5. Games of chance, lotteries, raffles or other gambling activities requiring a license under the Local Option Small Games of Chance Act, except the Superintendent may approve licensed nonprofit organizations to conduct such activities in accordance with established district procedures.[\[3\]](#)[\[4\]](#)[\[5\]](#)
6. Use of tobacco and vaping products, and other e-cigarettes, as defined in the law.[\[6\]](#)[\[7\]](#)[\[8\]](#)
7. Profane language and fighting.

Violations

The school district reserves the right to remove from school district premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures.[\[2\]](#)

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities, that individual or community group forfeits the right to submit future written requests to use school district property, unless otherwise decided by the Board.

Fee Schedule

The charge for use of school facilities shall be in accordance with district regulations.[\[9\]](#)

Legal

- [1. 24 P.S. 775](#)
- [2. 24 P.S. 511](#)
- [3. 61 PA Code 901.701](#)
4. Pol. 913.1
- [5. 10 P.S. 328.101 et seq](#)
- [6. 18 Pa. C.S.A. 6306.1](#)
- [7. 20 U.S.C. 7972](#)
- [8. 20 U.S.C. 7973](#)
9. Administrative Regulation - 707-AR
- [24 P.S. 779](#)
- [35 P.S. 637.1 et seq](#)
- [61 PA Code 901.1](#)
- [20 U.S.C. 7971 et seq](#)
- [20 U.S.C. 7905](#)
- Pol. 904