

SYOSSET CENTRAL SCHOOL DISTRICT

USE OF SCHOOL DISTRICT FACILITIES

Regulation 1500R

The following requirements shall apply to the issuance of permission to utilize School District facilities (both indoor and outdoor) for uses permitted pursuant to Policy 1500. All applicants who wish to use School District facilities are required to comply with Policy 1500 as well as this regulation prior to any approval by the Superintendent or his/her designee.

Insurance and Hold Harmless

Any outside organization or group making use of school facilities will be required to obtain at their own expense insurance coverage which complies with the requirements set forth in this regulation:

1. The user shall not be considered "approved" until the entity has obtained all insurance required under these specifications and such insurance has been approved by the School District. The cost of such insurance shall be borne completely by the user.
2. Insurance coverage shall be provided by an insurance company licensed as an "admitted carrier" by the New York State Insurance Department. Carrier must have an A.M. Best rating of not less than A- VIII.
3. Insurance coverage shall be evidenced by a Certificate of Insurance in a form acceptable to the School District. Upon request, the user shall provide the School District with its complete insurance policies, including all endorsements. Insurance coverage shall name the School District as an additional insured and provide primary coverage on a non-contributory basis that is not in excess of any insurance coverage which the School District may carry. The organization shall include a waiver of subrogation in favor of the School District for all coverages including workers' compensation.
4. User or user's agent shall provide the School District with at least a thirty (30) day Notice of Cancellation or Notice of Non-renewal, except where cancellation is for non-payment of premium, then ten (10) days prior notice shall be given. School District shall also be advised thirty (30) days in advance of any Reduction of Coverage. The insuring company shall not be released from liability or obligation.
5. The School District, its Board of Education, its officers, members of the Board of Education, agents, employees, and authorized volunteers shall be held harmless against and named as Additional Insureds to all policies, other than Workers' Compensation. Evidence of this extension shall be by signed endorsement CG2026 04 13, or its equivalent, to the policy, such endorsement to be submitted with the applicable Certificate of Insurance. The Certificate of Insurance and Additional Insured endorsement must be submitted prior to approval of each event or activity. Mere recitation of the additional insured interest on the Certificate is not acceptable and Blanket Additional Insured by Contract is not acceptable.

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6. **Minimum Scope of Insurance:** Coverage shall be obtained, and maintained throughout the life of the facilities use, as follows:

a. COMMERCIAL GENERAL LIABILITY

1) Form: Commercial General Liability, including but not limited to: Premises and Operations, Independent Contractors, Products and Completed Operation, CGL Broad Form Endorsement, Personal Injury, Contractual Liability

2) Limits:

\$1,000,000 per occurrence for a Combined Single Limit for bodily injury and property damage liability with at least \$2,000,000 aggregate limit with no exclusions for athletic participants

\$2,000,000 Products and Completed Operations

\$1,000,000 Personal and Advertising Injury

\$100,000 Fire Damage

\$10,000 Medical Expense

Coverage shall include specific grant of coverage for Sexual Misconduct Liability and shall be so stated on the Certificate of Insurance, whenever the event(s) involve(s) minors.

b. AUTOMOBILE LIABILITY (when an organization's vehicle is brought onsite)

\$1,000,000 combined single limit for owned, hired, borrowed and non-owned motor vehicles

c. WORKERS' COMPENSATION, PAID FAMILY LEAVE, NEW YORK STATE DISABILITY and EMPLOYERS LIABILITY (for organizations with employees)

Statutory limits as required by the State of New York or any State or Federal Act having jurisdiction over the location or operations being performed must be maintained and Employers Liability limits of at least \$1,000,000 must be maintained.

d. PROFESSIONAL LIABILITY - if applicable, Professional Liability covering all professional services performed and covering all wrongful acts with a minimum limit of \$1,000,000 each wrongful act/aggregate must be maintained.

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e. UMBRELLA LIABILITY

Form: Follow Form. Policies shall be in force concurrently with the primary insurance policy, have the same expiration date, and provide coverage as broad as the primary policy, with a “drop down” provision.

Limits:

General Use: \$1,000,000 per occurrence/aggregate;

Organized Athletic Leagues \$3,000,000 per occurrence/aggregate;

Athletic/Recreational Camps: \$5,000,000 per occurrence/aggregate; and

Carnivals and Fireworks Displays, etc.: \$10,000,000 per occurrence/aggregate or greater.

Mitigated Risk as Determined by the Superintendent of Schools or designee: Umbrella limit to be determined on a case by case basis.

- f. Any deductibles or self-insured retentions must be declared to, and approved by the School District. The deductible and/or self-insured retention of the policies shall not limit or apply to the user’s liability to the School District and shall be the sole responsibility of the user.
- g. The certificate of insurance must describe the services provided by the facility user that are covered by the liability policies.
- h. The facility user agrees to indemnify the School District, its officers, employees, members of the Board of Education, and agents for applicable deductibles and self-insured retentions.
- i. The School District is not responsible for any loss or damage whatsoever to property of user.
- j. The School District reserves the right to require increased limits or additional coverages at its sole discretion.

Authorization

The Board of Education authorizes the Superintendent of Schools or his/her designee to approve requests for non-School District use of buildings and grounds and to waive the insurance requirements set forth herein.

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Cross-ref: 0100 Equal Opportunity
0110 Prohibition Against Sexual Harassment
0115 Dignity for all Students Act
0200 Transgender Students
1500 Use of School District Facilities
1530 Smoking, Tobacco and Cannabis Use on School Premises
1600 Unmanned Aerial Vehicles (Drones)
1915 Display of the Flag
4526 Acceptable Use Policy
4526.1 Internet Safety
5300 Code of Character, Conduct and Support
5420 Student Health Services
5440 Student Drug and Alcohol Abuse
8115 Pesticide and Pest Management
8415 Idling of School District Buses and Private Vehicles on School District
Grounds
8625 Privacy and Security for Student, Teacher and Principal Data
8635 Information Security Breach and Notification
8650 School District Compliance with Copyright Law

Ref: Education Law § 414

Adoption Date: January 8, 2024