

USE OF SCHOOL FACILITIES REGULATIONS

For the purposes of supporting Policy KF, the following group designations will be used to determine eligibility for use of school facilities and to set fees. Categorizing a group seeking use of school facilities into one of these designations will be the responsibility of the Superintendent/designee:

- A. Priority 1: The use of school facilities for school educational activities, sanctioned extra curricular activities, and activities of any organization which exists solely for the purpose of supporting school programs will, in that order, at all times take precedence over any community use of those facilities.
- B. Priority 2: Activities and programming through Scarborough Community Services.
- C. Priority 3: School facilities may be made available to organizations or citizens of the Town of Scarborough for civic, cultural, educational, recreational, or political activities, which, in the opinion of the Board of Education, do not interfere with the conduct of school programs or the best interests of the school department.
- D. Priority 4: School facilities may be made available to non-resident or commercial organizations for activities, which, in the opinion of the Board of Education, do not interfere with the conduct of school programs or the best interests of the school department.

Administering Facility Rental Fees

- A. Reservation Forms for Use of Facilities will be made available online.
- B. Priority 1 and 2 Groups/Activities: Will not be charged a rental fee, but may be charged other support services fees (e.g. site supervisor, food service and technical support, etc.).
- C. Priority 3 Groups/Activities: Will not be charged a rental fee for use of any school facility, but may be charged other support services fees (e.g. site supervisor, custodial, food service, technical support, etc.) per Board Policy KF.
- D. Priority 4 Groups/Activities: Will be charged rental fees for use of any school facility, and may be charged other support services fees (e.g. site supervisor, custodial, food service, technical support) per Board Policy KF.
- E. All fees are determined and detailed in Policy KF-P. Only the Board shall set rental and support services fees for school facilities.

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July 19, 2012
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