
USE OF SCHOOL FACILITIES: 4260

The District subscribes to the belief that the facilities and fields of the Federal Way Public Schools are owned by and operated for its patrons and is primarily for public school purposes.

The community is encouraged to use District facilities and fields. To ensure that funds intended for K-12 education are not used for other purposes, the user will reimburse the District according to the published fee schedule.

The Superintendent/designee shall establish procedures for use of District properties, including rental fees, supervisory requirements, restrictions, and security. When facilities are used outside of regular school hours, or the District incurs extra utility, cleaning, or supervision costs, a fee to be established by the Superintendent/Designee shall be charged to recoup those costs. Such excess charges may be waived when a service club or other nonprofit group is raising funds for charitable purposes, or the Superintendent/designee determines that the activity significantly enhances the educational mission of the District.

Non-district youth organizations, clubs, or other entities engaged in sports activities and using school facilities must provide a statement of compliance with the policies for the management of concussion and head injury in youth sports as stated in RCW 28A.600.190. As stated in accompanying procedure, all user organizations or applicants must assume liability and may be required to have liability insurance (see User Liability in Administrative Procedure 4260P for full statement pertaining to liability).

District sponsored curricular and co-curricular activities retain first priority in the use of facilities and fields. In addition, authorization for use of any District property shall not be considered an approval or endorsement of the activity, organization, or purposes represented. The District further reserves the right to withhold authorization of any application for use if, in its sole opinion, the use is determined to be detrimental to the District's best interest.

The District does not discriminate based on race, ethnicity, creed, religion, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation, gender expression, gender identity, homelessness, immigration or citizenship status, marital status, the presence of any sensory, mental or physical disability, neurodivergence, or the use of a trained dog guide or service animal by a person with a disability and provides equal access to Boy Scouts of America and other designated youth groups.

Community athletics programs that use District facilities will not discriminate against any person on the basis of sex in the operation, conduct, or administration of their programs. The District will provide copies of the district's nondiscrimination policy to all third parties using District facilities.

For rental fee purposes, people seeking the use of District facilities and fields have been divided into four categories.

- Category 1 – School-related, community-betterment groups, parent, youth, and/or teacher groups whose purpose is the advancing or supplementing of education, or public agencies. Examples of groups in this category are: PTA or Booster Clubs.

USE OF SCHOOL FACILITIES: 4260

Youth non-profit social and recreation groups whose main purpose is to promote the welfare and improve the quality of life for community boys and girls. These groups have open enrollment and open participation at all ability levels. Examples of groups in this category are: Boy Scouts, Girl Scouts, Campfire Girls, Boys & Girls Club, recreational youth soccer, national little league, YMCA and YWCA, and religious related youth groups.

- Category 2 – Community youth non-profit groups comprised of social, recreational, and athletic groups, including but not limited to AAUs, select, or traveling teams/clubs. Additionally, requests from youth non-profit groups whose business address and primary composition of participants are from outside Federal Way Public Schools, including private clubs or other public school districts, will be considered under this category.
- Category 3 – Community, non-community, non-profit, and minimal profit organizations who use District facilities or fields to provide/promote instruction or entertainment, or other activities for which public or commercial facilities are generally rented, will pay a fee based upon Category 3 of the district rental schedules. Examples of groups in this category are: adult recreation, community meetings, homeowners associations, and political groups.
- Category 4 – All other organizations, including but not limited to churches, profit-making groups, and business-related enterprises, will pay a fee based upon Category 4 of the district rental schedules. While the District would prefer profit-making organizations use commercial or private facilities, facilities may be rented at the prevailing rate charged by commercial facilities in the area.

Legal References:

RCW 28A.320.510	Night schools, summer schools, meetings, use of facilities for
RCW 28A.335.150	Permitting use and rental of playgrounds, athletic fields, or athletic facilities
RCW 28A.335.155	Use of buildings for youth programs—Limited immunity
RCW 28A.600.190	Youth sports—Concussion and head injury guidelines—Injured athlete restrictions—Short title
RCW 4.24.660	Liability of school districts under contracts with youth programs
20 USC Sec. 7905	Boy Scouts of America Equal Access Act
34 CFR Sec. 108.6	Equal Access to Public School Facilities For The Boy Scouts of America and Other Designated Youth Groups
AGO 1973 No. 26, Initiative No. 276	School districts—Use of school facilities for presentation of programs—Legislature—Elections