

Newport School District

Request for Non-Curriculum-Related Student Groups

Pursuant to the Equal Access Act, the Newport School Board Policies and Procedures [2153](#), [2150](#), and [2340](#) allow non-curriculum-related student groups to meet before or after school or during non-instructional time through an application process with principal approval. Approval shall be granted provided that the activities of the group are not disruptive to school operations and the members of the group comply with the established policies and procedures. The ideal timeline for application submission is five school-business days prior to the desired meeting date.

According to policy 2153, these procedures must be followed:

- 1) The meeting is voluntary and initiated and facilitated by students
- 2) NSD and/or schools/staff are not sponsors of the group
- 3) The meeting does not materially and substantially interfere with the orderly operation of the school
- 4) Students are responsible for the direction, control and conduct of the meeting
- 5) Non-student guests must be registered with the office and have an approved background check
- 6) The group is monitored by a staff member in an assigned room, both designated by the principal
- 7) Any non-student guests shall not be directing, conducting, controlling, or regularly attending future meetings and/or activities
- 8) Each student attending non-curriculum-related meetings must complete this application

Name of Student participant	
Name(s) of Student Making Request and Leading the group	
Name(s) and affiliations of non-student guests who are invited and occasionally attending	
Description of the purpose of the proposed meeting	
Time, date, frequency (up to once monthly), location, and staff member monitoring the meetings	

Parent/Guardian Consent: I give consent for my child to attend this meeting and any future meetings, none of which are sponsored by the school or district.

Parent Name _____ Parent Signature _____ Date _____

***Office Use: Signature indicating Principal Approval _____ Date _____