USE OF SCHOOL FACILITIES KF

The Webster School Committee supports the philosophy that use of school property be enjoyed by Webster residents and recognized, responsible organizations whose activities are educational, cultural, civic, or charitable in nature and when such use will not interfere with the school program.

It is the Committee's intent that such use will maintain safe conditions and preserve the property for school use. Under M.G.L. Chapter 71, Section 71, the School Committee is empowered and required, subject to such regulations as it may establish and without interference to its regular school program, to allow the use of school premises.

M.G.L. CHAPTER 71 SECTION 71 USE OF SCHOOL PROPERTY: PURPOSE
"For the purpose of promoting the usefulness of public property the school committee of any town may conduct such educational and recreational activities in or upon school property under its control, and, subject to such regulations as it may establish, and consistently and without interference with the use of the premises for school purposes shall allow the use thereof by individuals and associations for such educational, recreational, social, civic, philanthropic and like purposes as it deems for the interest of the community. The affiliation of any such association with a religious organization shall not disqualify such association from being allowed such a use for such a purpose. The use of such property as a place of assemblage for citizens to hear candidates for public office shall be considered a civic purpose within the meaning of this section."

Therefore, the use of public school facilities for school-related purposes will take precedence over all outside use, and such use is exempt from all charges with exceptions as noted and defined. School facilities will be used according to the regulations and rental fee schedules established.

The School Committee retains the right to deny the use of school facilities to any group or individual if it deems the use is detrimental to the interests of the community, interferes with the operation of the schools, and/or could cause extraordinary wear and tear to the existing building structure, its furnishings and/or the surrounding grounds. School Committee reserves the right to make changes, deletions and/or additions to this Policy if deemed appropriate for school department.

SCHOOL USE OF FACILITIES:
School grounds and buildings are maintained for school purposes. School programs have precedence over all others. Facilities may be used upon approval without charge by student organizations and organizations directly affiliated with the schools.

NON-SCHOOL USE OF FACILITIES: Non-Profit
Non-profit organizations may, upon approval, use school facilities in accordance with the prevailing schedule of rental charges. School grounds and buildings may be used by associations for activities of an educational, recreational, social, civic, philanthropic and like purposes as may be deemed for the interest of the community. The affiliation of any such association with a religious organization shall not disqualify such association from being allowed such a use for such a purpose.

NON-SCHOOL USE OF FACILITIES: For-Profit
For-profit organizations may, upon approval, use school facilities in accordance with the prevailing schedule of rental charges.

***This Policy does not apply to Organizations which have negotiated separate lease agreements with the Webster Public Schools for space at any school building.

Insurance
Each organization is required to have liability insurance. A Certificate of Insurance is to be submitted to the Business Office no later than one week prior to the use of the facility. The School Department may reduce or waive insurance requirements at its discretion.

Liability
The School Committee and the Town of Webster assume no liability for injury to persons present in a school building or on school property pursuant to a rental permit issued to any organization and/or person. Furthermore, the School Committee and the Town of Webster accept no liability for injury or damage caused by use of equipment, and the rental permit holder agrees to accept all facilities and/or equipment "as is" and to be responsible and liable for damage to the building and the equipment therein and for all personal injuries sustained by persons present pursuant to said permit. Renters shall agree to indemnify and hold the School Department and the Town of Webster harmless for any such claims for personal injuries or property damage.

Cancellations
All scheduled events will be canceled with no penalty or charge to the renters when school is canceled due to weather or other circumstances beyond the control of the School Department. Other cancellation terms and conditions are specified in the Rental Agreement. In the event of a conflict with a school program occurs, the School Department will make every effort to honor the rental agreement or to make alternative arrangements for the rental

The Webster School Committee has designated the Superintendent, or his/her designee, to authorize or deny permission for the use of school facilities and to determine the appropriate rental fees and charges.

Groups receiving permission are restricted to the dates and hours approved and to the building area and facilities specified.

The School Committee reserves the right to make special regulations and to institute other charges, including but not limited to an electrical or water surcharge or other amenities fees, as it deems necessary and appropriate.

The school committee will approve and periodically review a fee schedule for the use of school facilities.

In situations where extended usage for a long period of time is required; rates may be set at a contract price.

SCHOOL FACILITIES, SAFETY

State Laws

Renters must follow all State Laws and Regulations, including those that prohibit smoking, alcoholic beverages, and any other controlled substance on school property. Renters shall agree to indemnify and hold the School Department and the Town of Webster harmless for any violation of such laws and regulations.

Federal Laws

Renters must comply with all applicable federal laws and regulations, including but not limited to those established by the Internal Revenue Service and/or the Treasury Department with respect to a) tax on admissions, b) sale of tickets for admission, c) use of signage, and any other applicable Federal requirements. Renters shall agree to indemnify and hold the Webster Public Schools and the Town of Webster harmless for any violation of such laws and regulations.

Prohibited Uses

No gaming (e.g., gambling, raffles, lotteries, bingo or other games of chance) shall be permitted

SCHOOL FACILITIES RENTAL PROCEDURE

To request the use of school facilities, you must:

- Read:
    a. ***Webster Public Schools - School Rental Contract***
    b. ***Use of Facilities – Guidelines***
- Fill out the ***Application for Use of School Facilities*** and all acknowledgement forms completely.
- Return completed forms to the Business Administration Office via email, mail or in person.