Cedar Rapids Community School District

USE OF PUBLIC SCHOOL FACILITIES
FOR PRIVATE SPORTS CAMP / CLINIC / LEAGUE

REGULATIONS: ***All camps and clinics must follow Dept. of Ed., IHSAA, and IGHSAU regulations.**

1. ***Fees for camps/clinics/leagues:*** A rental fee of $30 per camp/clinic/league, will be charged for the use of school facilities and technology fee. ***Insurance***: A rider on the school district's liability insurance and worker's compensation insurance must be purchased at a cost of $50 per camp/clinic/league. This insurance is for Bodily Injury and Property Damage Liability and applies to the general public and spectators only and **does not insure participants.** Rental and insurance fees will be invoiced by the CRCSD Accounting Department to the Camp Director. Payment must be made prior to the start of camp/clinic/league.
2. The camp/clinic/league Director is responsible for the entire operation of the camp/clinic/league: planning, advertising, registration, collection of fees, etc.
3. Promotional materials must clearly identify this to be a privately sponsored camp/clinic/league with the following disclaimer "***This is a private camp not sponsored by the Cedar Rapids Community School District".*** A copy of all promotional materials must be submitted to Business Services prior to use to verify the disclaimer clause has been appropriately included.
4. **The Activity Fund is not approved to pay for any rental fee or insurance fee for camps/clinic/league.**
5. **Registration fees and any expenses associated with camp/clinic/league are not to be processed through the building's Activity Fund. Coaches may make a voluntary donation to the building's Activity Fund.**
6. The participants/coaches must be in compliance with IDoE, IHSAA, and IGHSAU regulations.
7. ***Financial Statement***: The Director must furnish a financial statement and a list of participants to the Athletic Director of the building **within two weeks** after the camp has concluded.
8. In the event the camp/clinic/league is canceled, refunds are the responsibility of the camp/clinic/league Director.
9. The Director assumes all responsibility for supervision and for property damage.
10. All use of school property must be scheduled in the rSchoolToday Facilities Scheduler.

rSchoolToday Facility Scheduler Requestor process:

- **Need to request a log-in from facility scheduler, if do not already have one (organization should be camp/clinic): http://fs-cedarrapids.rschooltoday.com/authentication/credential/requesterlogin**
- **Upon approval of log-in, submit request for location**
- **Upon approval of requested building and Business Services an email notification will be sent to the requestor.**

Name of Applicant (Camp Director): Sport:
Camp/Clinic/League Director's Address (include City/Zip):
Phone:
School Requested:
Area Requested:
If "Other", describe:
Will any school-owned equipment be used for the camp?
If yes, describe:

All use of facilities must be scheduled through the rSchoolToday Facility Scheduler.

Name of Camp/Clinic/League: Warrior FB Camp
☐Camp ☐ Clinic ☐ League ☐ Male ☐ Female Grades
Dates
Time of Day: Total of Hours of Camp/Clinic/League:
Camp/Clinic/League Fee:

Signature of Camp/Clinic/League Director: _____
Signature of Camp/Clinic/League Director's Building Administrator: _____
Signature of Building Activities/Athletic Director: _____