

Policy created by JCPS staff based on research and a review of similar policies for other districts and institutions. KSBA has no model policy.

SCHOOL FACILITIES

05.46

Unmanned Aircraft Systems

PURPOSE

This policy is implemented to protect the health and safety of District students, employees, and visitors, and to comply with Federal Aviation Administration (FAA) requirements to prevent the disruption with active flight activities in the region.

DEFINITIONS

1. *Unmanned Aircraft Systems (UAS):* any unmanned aerial vehicle or drone operated from a distance of more than one foot via tether or remote control or autonomous control, including but not limited to fixed wing and rotorcraft platforms.
2. *Operator:* any staff, student, visitor, contractor, paraprofessional, agency, booster club, club organization, external support organization, or other individual using or piloting an UAS.

POLICY

1. This policy applies to Operators (users/pilots) of Unmanned Aircraft Systems (UAS) or drones for education, demonstrations, communications, recreation, and all other purposes while on District owned, operated or controlled property. Controlled property includes all sites not owned by the District but where the District is hosting events, activities, or athletic competitions for the duration of the event, activity, or athletic competition.
2. The District shall comply with FAA requirements, state law, and any other locally applicable laws or regulations regarding UAS.
3. Education institutions and other public entities may operate UAS upon receipt of a Certificate of Waiver or Authorization (“COA”) from the FAA.
4. UAS shall only be used for institutional purposes compliant with District Vision and Mission.
5. Hobbyist or recreational use of UAS is prohibited on all District owned, operated or controlled property.
6. UAS shall be operated in a manner that adheres to federal and state law and FAA requirements regarding the operation of said aircraft to include but not limited to:
 - a. Flying below 400 feet and remaining clear of surrounding obstacles.
 - b. Remaining well clear of and not interfering with manned aircraft operations.
 - c. Not flying within five (5) miles of any designated airport (or helipad) unless the operator contacts the airport (or helipad) and control tower before flying.
 - d. Refraining from being careless or reckless with the UAS which could result in a fine for endangering people or other aircraft.
7. UAS used in accordance with this policy shall be under the complete control and within visual line of sight of the Operator at all times.
8. Commercial use of UAS is not permitted unless there is approval from the District, the UAS has been registered with the FAA and the FAA has issued a 333 exemption and COA

Unmanned Aircraft Systems**POLICY (CONTINUED)**

- to the commercial operator. UAS shall not be used in such a way as to create a hazard to District owned, operated, or controlled property, the community or the public. UAS shall not be operated in a way that disrupts instruction or unduly affects the environment of people in or passing through a common space or residential space, working or studying within a building, or entering, exiting or otherwise making their way about a facility.
9. UAS shall not be operated directly above open air events, above thoroughfares, including but not limited to roadways, sidewalks, bike paths and pedestrian paths.
10. Use of UAS at athletic events is prohibited.
11. Failure to comply with this policy may result in referral to campus, local, state or federal law enforcement for citation and prosecution consistent with federal and state law.

APPROVAL PROCESS

To utilize UAS on any District owned, operated or controlled property, the Operator shall request permission through District Insurance Department at least fourteen days prior to operation. Included in all permission requests, both internal and external, must include a description of the UAS to be used, the name and FAA pilot license number of the Operator, the date of operation, and the site where the UAS will be operated. Included in all external party usage requirements must be proof of general liability insurance with a \$1,000,000 per occurrence limit, \$2,000,000 aggregate limit, and Jefferson County Public Schools must be added as an additional insured.

RESPONSIBILITIES

1. Administration of this policy is coordinated through the Insurance Department with sSupport of the Financial Services Department.
2. A list of those authorized to use UAS will be viewable by District administrative offices.

REFERENCES:

KRS 183.086

KRS 500.130

KRS 501.110

Public Law 112-95, Title III, Subtitle B – Unmanned Aircraft Systems (FAA Modernization and Reform Act of 2012)

Public Law 114-90, Title II, Subtitle B – UAS Safety (FAA Extension, Safety, and Security Act of 2016)

14 CFR 1.1-1.3

14 CFR 21.1-21.700