

### Community Use of School Facilities

**PRIMARY PURPOSE**

School facilities are for the primary purpose of meeting the educational needs of school-age youth in the district. However, with reasonable policies and procedures, the school can assist the community in meeting social, civic, recreational and cultural needs by effective utilization of school facilities.

**PRIORITY FOR USE OF SCHOOL FACILITIES**

Priority	Examples of Groups	Approval	Scheduling	Fees Charged	Proof of Liability Insurance
I - School Groups	<p>Educational programs that are an outgrowth of classroom instruction including, but not limited to, science fairs, plays, exhibits and concerts.</p> <p>Interscholastic activities including athletic teams, speech and debate, band competition and academic competition.</p> <p>Any school group that requires a faculty sponsor including, but not limited to, all school-sponsored clubs, homerooms, honor societies and student council.</p>	Principal/ designee	Principal/ designee	None	None required
II - School-Related Groups	<p>District Adult/Community education programs</p> <p>Parent-Teacher Association/ Organization</p> <p>Booster Groups - academic, athletic and band</p> <p>4-H Clubs</p> <p>Scout groups</p> <p>County Recreation Programs</p> <p>Adult farmers</p>	Superintendent/ designee	Superintendent / designee	Custodial fees, if designated in contract	<p>As specified in the contract</p> <p>NOTE: All external support/booster organizations are required to carry separate insurance for general liability with appropriate coverage to operate their organization.</p> <p><u>(Accounting Procedures for Kentucky School Activity Funds)</u></p>

**Community Use of School Facilities****PRIORITY FOR USE OF SCHOOL FACILITIES (CONTINUED)**

<b>Priority</b>	<b>Examples of Groups</b>	<b>Approval</b>	<b>Scheduling</b>	<b>Fees Charged</b>	<b>Proof of Liability Insurance</b>
III - Community Interest Groups	Civic clubs Industrial groups Church groups Homemakers Farm Bureau Historical Society Little League and/or comparable groups including, but not limited to, YMCA	Superintendent/ designee	Superintendent/ designee	Usage and custodial fees, as designated in contract	As specified in the contract Organizations will be required to sign a release and indemnity agreement relieving the Board of any liability in accordance with Board policy 05.3.
IV - Meetings of General Public	General meetings of various community groups including, but not limited to, political parties.	Superintendent/ designee	Superintendent/ designee	Usage and custodial fees, as designated in contract	As specified in the contract Organizations will be required to sign a release and indemnity agreement relieving the Board of any liability in accordance with Board policy 05.3.

**FOOD SERVICE** - Eligible groups may contract for meals to be served in school dining areas. Use of kitchen equipment requires the presence of a School Food Service employee.

**PUBLIC ELECTIONS** - School facilities may be used for public elections without charge.

**SPECIAL/EMERGENCY USE** - Special/emergency use of facilities may be approved by the Superintendent/designee with explanation made to the Board at its next regular meeting.

**CLASSROOMS** – can be used as assigned and reviewed by the Superintendent/designee. \*classrooms chosen for use in accordance with privacy and liability concerns