

Beach Haven School District

Eighth Street & Beach Avenue, Beach Haven, New Jersey 08008

Dr. Christopher S. Meyrick, Superintendent

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609-492-7411

“Promising every student a future!”

USE OF FACILITIES

Date _____ Name of Organization _____

Address _____

Contact Person _____ Telephone # _____

Requested Date(s): Start Date: _____ End Date: _____

Purpose of Usage _____

Area(s) Requested _____

Requested Hour(s): Start Time (Access): _____ End Time (Exit): _____

Will there be an Audience/Spectators? Yes ___ No ___ If yes, estimate number of attendees _____

Insurance Carrier _____

(If applicable, please attach the Insurance Certificate)

Incurred Cost _____

(If applicable, possible charges could include but are not limited incurred damage or loss of equipment, supervision personnel, custodial personnel, supplies, utilities, etc.)

Statement of Assurance: The officer in charge has read and agrees to the terms and conditions of the board policy (other side) governing the use of the school facility. Additionally, the officer in charge must make arrangements for removing debris and work required to restore the space to original condition.

Signature

Date

Superintendent's Authorization: _____

BOE President's Authorization: _____

Board Approval Date: _____

Be here, On Time, All Day, Everyday!

7510-Use of School Facilities

The purpose of this policy is to govern the use of the school building by the community of Beach Haven. Approved community groups are those recognized as not for profit service organizations operating with equal opportunity and non-discriminatory practices. In all cases, school related functions shall be given priority over non-school related functions. The organization must assume liability responsibility.

Time and Locations

Classrooms and Willits Hall will be made available for community groups after school hours for meeting purposes and related activities. The organization is limited in time to that normally covered by the evening custodian. Each organization will be granted limited usage to allow equity of use among organizations. The custodian is considered to be in charge on behalf of the school Board. There will be no fee charged for the use of the building; however, the organization will be charged for loss or damage of school property caused by the organization.

If the school is used when the custodian is not on normal duty, a fee of one and one half times the hourly rate of pay for the custodian, if available and willing, will be charged for each hour of use. The fee will be paid to the Beach Haven Elementary School District Board of Education who will in turn pay the custodian upon receipt of the overtime sheet. In addition, a fee of \$30.00 will be charged for building usage. In such cases, the custodian will open and close the building and supervise the building use on behalf of the Board of Education.

1. Organizations wishing to use the facility must complete the required application to be submitted by the Superintendent/Principal for Board approval. The Superintendent/Principal has authority to approve such use if due to extenuating circumstances the organization must meet prior to the next meeting of the Board of Education and providing all requirements are met. In such cases the Superintendent/Principal will report to the Board of Education at the next meeting.

Responsibility

Organizations using the school accept liability and property damage responsibility and must have appropriate insurance for organized physical activity. They must provide adequate supervision and confine members to the approved area. The organization must maintain the building in the order and condition considered acceptable.

Exceptions

The PTA and Teachers' Association are not governed by this policy.

The school district shall provide a copy of the Policy and Regulation 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries to all youth sports team organizations that operate on school grounds or in school facilities. In accordance with the provisions of N.J.S.A. 18A:40-41.5, the school district shall not be liable for the injury or death of a person due to the action or inaction of persons employed by, or under contract with, a youth sports team organization that uses school facilities or operates on school grounds if the youth sports team organization provides the school district proof of an insurance policy in the amount of not less than \$50,000 per person, per occurrence; insuring the youth sports team organization against liability for any bodily injury suffered by a person. The youth sports team organization must also provide a statement of compliance with the school district's Policy and Regulation 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries.

For the purpose of this Policy, a “youth sports team organization” means one or more sports teams organized pursuant to a nonprofit or similar charter or which are member teams in a league organized by or affiliated with a county or municipal recreation department.

N.J.S.A. 18A:20-20; 18A:20-34

Adopted: 26 January 2010

Revised: 26 November 2013