

SCHOOL DISTRICT NO. 92 (NISGA'A)

Regulation Subject: PUBLIC UTILIZATION OF BUILDINGS AND GROUNDS

Date Passed: 87.06.24

Date Amended: May 21, 2019

Description:

PUBLIC UTILIZATION OF BUILDINGS AND GROUNDS

Regulation No. 408-R

By regulation and policy, it is clearly understood that any school sponsored function will take precedence over any other use. Further, by policy and regulation when a request for use of rental has been granted all activities must be confined to the area designated for rental and use. In the event this stipulation is not adhered to, it will immediately allow for cancellation of any further use.

1. Written application must be made for any use of school property at least seven days in advance. Applications for use shall be made on a standard School District form obtained through the office of the Principal of the school, who will in turn forward same to the District Office for consideration. All final decisions relative to applications for use will be made at the District Office level, and the Board retains the right to pre-empt, reschedule or cancel any booking.
2. The District Office will consult with the Principal of the school for comments, recommendations or instructions regarding any quest for use.
3. In reviewing any application for use, consideration will be given based on the following priority schedule:
 1. Curricular Activities
 2. Co-curricular Activities
 3. Extra-curricular Activities
 4. Student Residence Activities
 5. Community Youth Activities
 6. Community Adult Activities

Generally conflicts will be resolved on the basis of first come first served, with non-profit and charitable groups taken precedence over profitable endeavors.

4. Access and security will be provided by School District appointed personnel. Persons attending any function in the school must obey all directions of the Board employees and/or the Supervisor in charge of the school buildings at that particular time.

5. It shall be the responsibility of the lessee to ensure that the facilities rented and school grounds are left in satisfactory condition.
6. The Board shall not be responsible for personal injury damage or loss.
7. Rental fees and refundable damage deposits where applicable are to be paid in advance according to the following schedule, to the School Office:

	<u>RENTAL</u>	<u>REFUNDABLE DAMAGE DEPOSIT</u>
Gym/Change Rooms	\$30/hr.	\$100.00
Mezzanine/Canteen	\$20/hr.	\$100.00
Music Room	\$15/hr.	\$50.00
Home-Ec Room	\$20/hr.	\$100.00
General Classroom	\$10/hr.	\$50.00
Volleyball nets	\$20/day \$2/hr.	\$25.00
Badminton Nets	\$20/day \$2/hr.	\$25.00
Floor hockey goals	\$20/day \$2/hr.	\$25.00
Indoor soccer goals	\$20/day \$2/hr.	\$25.00
Mats	\$20/day \$2/hr.	\$25.00
Chairs	\$25/100	\$25.00

The waiving of user fees and/or damage deposits will be the responsibility of the Board.

Cancellations must be made in writing to the building Principals a minimum of 48 hours prior to the scheduled booking.

8. It is the responsibility of the lessee to ensure that all rented areas are adequately supervised, that curfew bylaws are observed, and that fire and public health regulations are met. Supervision schedules must be posted prior to facility use. Supervisors are responsible for the conduct of all participants.
9. The sale of food and non-alcoholic beverages shall be restricted to the Mezzanine area, except where permission is granted by the Principal.
10. Specialty classroom, eg. Shops, Art, Computer Lab, Library, Science, and Typing shall be available only for Adult Education programs, and only under direct supervision of the Programmes director.
11. The administration office is strictly out-of-bounds to all non-district personnel.