



SECTION: PROPERTY

POLICY: 707

TITLE: USE OF SCHOOL FACILITIES

ADOPTED: February 23, 2009

REVISED: July 20, 2020

LAST REVIEWED:

I. PURPOSE

The buildings and facilities of the Wissahickon School District are financed and maintained by the District's residents for the primary purpose of supporting the educational program of the District. The Board of School Directors may make the school facilities available to the community groups without discrimination and in accordance with this policy s when such uses will not interfere with District programs. This policy establishes conditions, restrictions, and procedures for the use of school facilities for non-school-sponsored purposes.

II. DEFINITIONS

None.

III. POLICY

A. The Board may provide the use of school facilities to individuals and community groups for the following types of activities:

1. Instruction in any branch of education, learning, and the arts, consistent with the District's mission.
2. Polling places for holding primaries, elections, and special elections, as permitted or required by state law.
3. Social, civic, and recreational meetings and entertainment, and other uses pertaining to the welfare of the community; but such use shall be non-exclusive and open to the public without charge.
4. Recreation, physical training, and athletics, including competitive athletics contests for children and adults.

B. The Superintendent shall use the following order of priority when considering written requests for permission to use District facilities:

1. Requests by school related organizations;
2. Requests by the Montgomery County Board of Elections for the conduct of elections;
3. Requests involving District school-age children;

4. Requests by Ambler Borough's Borough Council, the Board of Supervisors of Lower Gwynedd Township, or the Board of Supervisors of Whitpain Township for the conduct of official meetings;
 5. Requests by non-profit organizations having their registered office within the District's boundaries.
 6. Requests by non-profit organizations having their registered office outside the District's boundaries;
 7. Requests by all others.
- C. The Board of School Directors shall be held harmless by the user for any liability that arises from use of school facilities.
- D. Each user shall present evidence of organizational liability insurance to the limit prescribed by District rules. The District must be given a certificate naming the School District as an additional insured and also confirming that the District will be provided with thirty (30) days advance written notice of the cancellation of the policy.
- E. Users shall be financially liable for damage to the facilities.
- F. The Board of School Directors shall establish a classification of users and a schedule of fees for the use of school facilities.
- G. School equipment used in conjunction with requested facilities shall be identified at the time that the request for use is made. Users of school equipment must accept liability for any damage or loss to equipment that occurs while in their use. Where rules so specify, no equipment may be used except by a qualified operator.
- H. All functions on District property must be properly supervised at all times. The District must be provided with the names and phone numbers of all supervisors and the dates and times of their supervision. The District shall determine the number and composition of District employees required to be on duty during any event. District employees shall have the responsibility and authority to enforce all safety, health, and security rules, guidelines, and procedures. User shall fund the cost of district employees required for the function, additional police, and security services at the District request.
- I. Unless exempted by the Board, all organizations or persons granted the use of facilities shall be subject to the scheduled rental fees and service charges.
- J. The District strictly prohibits the following activities in school facilities when individuals and community groups are granted written permission to use said school facilities:
1. Possession, use or distribution of controlled substances prohibited by state or federal law.
 2. Possession of weapons.
 3. Conduct that would alter, damage or be injurious to any district property, equipment or furnishings.
 4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or state and federal laws and regulations.

5. Use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, as defined in the law. Products approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, are permitted, as long as the product is not inhaled.
 6. Medical Marijuana products as prohibited by federal law.
 7. Possession, use, or distribution of alcoholic beverages.
 8. Gambling, games of chance, lotteries, raffles, or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Board or administration.
- K. Special requests for the use of school facilities, not detailed above, shall be made in writing to the Board Facilities Committee not less than fifteen (15) days prior to a regularly scheduled meeting of the Board Committee, setting forth all the details surrounding the request. Such requests will be reviewed by the Facilities Committee or its designee, which will then make a recommendation to the Board of School Directors.
- L. The District reserves the right to remove from district premises any individual or community group who fails to comply with the terms and conditions of this policy and established administrative guidelines.
- M. In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities, that individual or community group forfeits the right to submit future written requests to use district property, unless otherwise decided by the Board.

IV. DELEGATION OF AUTHORITY

The Superintendent shall ensure that this policy is posted on the District's publicly accessible website.

The Superintendent or designee shall develop procedures for the requesting and granting of permission to use school facilities and shall promulgate rules and guidelines for such use.

V. REFERENCES

24 P.S. 775
 24 P.S. 510.2
 24 P.S. 511
 18 Pa. C.S.A. 6306.1
 20 U.S.C. 7972
 20 U.S.C. 7973
 Pol. 904
 10 P.S. 328.101 et seq
 61 PA Code 901.701
 24 P.S. 779
 20 U.S.C. 7905
 20 U.S.C. 7971 et seq
 61 PA Code 901.1