

Use of School Facilities

Application for use of school facilities will be made to the facilities coordinator.

Professional fund raisers representing charities must provide evidence that the fund raiser:

- A. Is recognized by the Philanthropic Division of the Better Business Bureau;
- B. Is registered and bonded by the state of Washington; and
- C. Will give the charity at least sixty (60) percent of the gross revenues.

The superintendent will develop and recommend to the board a fee schedule applicable for use of school facilities. The fee schedule will be evaluated on a biennial basis.

Sponsoring organizations will provide sufficient, competent adult and/or special supervision, and the amount of adequate supervision will be agreed upon at the time the authorization is issued.

Alcoholic beverages and illegal drugs will not be permitted in school facilities or on school property at any time. Tobacco use is prohibited in school facilities and on school property. All applicants for use of school facilities will hold the district free and without harm from any loss or damage, liability or expense that may arise during or be caused in any way by such use or occupancy of school facilities. Also, in the event that property loss or damage is incurred during such use or occupancy, the amount of damage will be decided by the superintendent and approved by the board and a bill for damages will be presented to the group using or occupying the facilities during the time the loss or damage was sustained.

Additionally, youth organizations engaged in sports activities and using school facilities must submit a signed statement of compliance with the policies, described in RCW 28A.600 for the management of concussion and head injury in youth sports.

The superintendent possesses the authority to make the decision on use of school facilities by a group. The group may appeal such decision to the board.

Because of the value of district's playing fields to the community's total recreational opportunity, the fields may be used by all residents. The use must be appropriate and compatible with each play field and its surrounding area. Such use will not result in destruction, damages, or undue wear or pose a hazard to children or others. Activities which endanger others or cause damage to fields and lawns are restricted. Should damage to fields and lawns occur, the superintendent will make reasonable effort to obtain restitution for the damage.

The following forms will be issued to persons or organizations as appropriate for the use of the school facilities:

- New Laws Pertaining to Facility Use
- Facilities Use Form for Use of School Facilities and Equipment
- Facilities Use Form for Athletic Youth Organizations for Use of School Athletic Facilities

PLEASE READ BEFORE COMPLETING FORM

New Laws Pertaining to Facility Use

If you are a youth group that has participants who are under the age of 18 and are planning on doing any recreational activity at our facilities, you are an ATHLETIC YOUTH GROUP.

This means...

- You must provide the school district proof of insurance as stated on the athletic facility use form.
- You must acknowledge that all participants, coaches, parents, and/or volunteers are aware of the Jeremy Lystadt Law. Signing the agreement is agreeing that your organization has provided training in head and neck injuries.

If you need any guidance in how to acquire insurance policies and training with the Jeremy Lystadt law, please contact the district athletic director at 486-2161

Thanks for your cooperation with this new law.

TONASKET SCHOOLS APPLICATION FOR USE OF SCHOOL FACILITIES AND/OR EQUIPMENT

NAME OF ORGANIZATION _____ DATE OF REQUEST _____

NAME OF PERSON MAKING REQUEST _____ DATE NEEDED _____

ADDRESS _____ TIME NEEDED _____

PHONE NUMBER _____ FACILITY : (HS) Commons | Gym | Kitchen* | Classroom(s) ____, ____, ____

EMAIL ADDRESS _____ (MS) Commons | Gym | Classroom(s) ____, ____, ____

(ES) Commons | Gym | Classroom(s) ____, ____, ____

Use of the kitchen requires a walkthrough with the kitchen staff to ensure safety measures are covered. Contact Jean Hedlund @ 486-2161

Chairs and tables in the commons must be organized according to chair and table grid located on door into the kitchen.

PURPOSE FOR WHICH FACILITY IS NEEDED _____

EQUIPMENT NEEDED: Overhead Projector (no cost), LCD Projector (\$10/day), DVD Player (\$10/day), VCR Player (\$10/day), Screens (no cost), Microphone (no cost), Sound System (\$10/Day), Lights, Theatrical Lights (\$10/day), chairs, tables, other (no cost).

1. Sponsoring organizations shall provide sufficient, competent and/or special supervision, and the amount of adequate supervision will be agreed upon at the time the authorization is issued.
2. Intoxicants will not be permitted in school facilities or on school property at any time also, smoking; is not permitted on school district property at any time.
3. Insurance certificates may be required of any group using school facilities.
4. In the event that property loss or damage is incurred during such use or occupancy, the amount of damage shall be decided by the superintendent and approved by the board and a bill for damages shall be presented to the group using or occupying the facilities during the time the loss or damage was sustained.
5. The superintendent possesses the authority to make the final decision on use of school facilities by a group; however, the group may appeal such decision to the board of directors.
6. Only designated portions of the facility may be used.
7. The Tonasket School Board reserves the right to refuse the use of school facilities to any individual or group if, in their opinion, such use would be contrary to the laws of the State of Washington or in any way violate the intended use of facilities.

Any and all use of district's facilities and/or equipment shall be totally free from controversial purposes and activities of a disruptive nature.

HOLD HARMLESS AGREEMENT

The Renter/User _____ hereby agrees to indemnify and hold harmless the Tonasket School District; it's appointed and elected officials and employees while acting within the scope of their duties as such, from and against all claims, demands, loss, liability of any kind and character, including costs of defense arising out of or in any way connected with the Renter/User's use of the school facilities specified in this agreement.

I, the undersigned, do hereby understand and agree to the above requirements.

Signature _____ Title/Position _____ Date _____

FOR DISTRICT USE ONLY

Dates approved and coordinated on the school calendar. _____
(Building Principal/Vice Principal/Athletic Director)

Custodian in charge: _____ District employee to supervise: _____

Staff person normally responsible for area _____

Rental fee: _____ Equipment Fee: _____ Custodial Fee _____

Cook Fee _____ Total fee to be collected: _____

**TONASKET SCHOOLS APPLICATION
ATHLETIC YOUTH ORGANIZATIONS
FOR USE OF SCHOOL ATHLETIC FACILITIES**

NAME OF ORGANIZATION _____ DATE OF REQUEST _____

NAME OF PERSON MAKING REQUEST _____ DATE(S) NEEDED _____

ADDRESS _____ TIME NEEDED _____

PHONE NUMBER _____ FACILITY : (HS) Football Field | Baseball Field | Softball Field | Track | GYM | Tennis | Soccer Field | Commons |
(MS) Football Field | Softball Field | GYM | Commons |
(ES) GYM | Playground
Other : _____

PURPOSE FOR WHICH FACILITY IS NEEDED _____

1. Sponsoring organizations shall provide sufficient, competent and/or special supervision, and the amount of adequate supervision will be agreed upon at the time the authorization is issued.
 2. Intoxicants will not be permitted in school facilities or on school property at any time. Smoking is not permitted on school district property at any time.
 3. All applicants for use of district facilities shall hold the district free and without harm from any loss or damage, liability or expense that may arise during or be caused in any way by such use or occupancy of district facilities. Also, in the event that property loss or damage is incurred during such use or occupancy, the amount of damage shall be decided by the superintendent and approved by the board and a bill for damages shall be presented to the group using or occupying the facilities during the time the loss or damage was sustained.
 4. The superintendent possesses the authority to make the final decision on use of school facilities by a group; however, the group may appeal such decision to the board of directors.
 6. Only designated portions of the facility may be used.
 7. The Tonasket School Board reserves the right to refuse the use of school facilities to any individual or group if, in their opinion, such use would be contrary to the laws of the State of Washington or in any way violate the intended use of facilities.
 8. Per RCW 28A.600 and RCW 4.24.660, the youth organization must provide a statement of compliance acknowledging its coaches and volunteers have taken all training in head injuries that is reasonably available to the organization and will fully comply with all of the requirements and that athletes and parents have been given adequate information.
 9. Per RCW 28A.600 and RCW 4.24.660, the youth organization must provide written evidence of having obtained a bodily injury and accidental liability policy insuring all participants for bodily injury and/or death with per person limits of at least \$50,000 and per person occurrence limits of at least \$100,000. A lapse in the policy results in discontinued use of the facility.
- Any and all use of district's facilities and/or equipment shall be totally free from controversial purposes and activities of a disruptive nature.

I, _____ a private non-profit youth sports group, verifies all coaches, athletes, and their parents/guardians have complied with mandated policies for the management of concussions and head injuries as prescribed by HB 1824, section 2. **The District strongly suggests viewing the video: WIAA website offers a free video for public viewing of the management of concussions and head injuries at <http://www.mywiaa.org/lystedt/default.htm>**

Attached is a Proof of Insurance under an accident and liability policy issued by an insurance company authorized to do business in Washington State covering any injury or damage with at least \$50,000 due to bodily injury or death of one person, or at least \$100,000 due to bodily injury or death of two or more persons.

Signature _____ Title/Position _____ Date _____

FOR DISTRICT USE ONLY

Dates approved and coordinated on the school calendar: _____
(Building Principal/Vice Principal/Athletic Director)

Custodian in charge: _____ District employee to supervise: _____

Rental fee: _____ Custodial Fee _____ Total fee to be collected: _____

Revised Dates: 06.99; 08.09; 12.11; 12/3/14