

**Policy**

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USE OF SCHOOL FACILITIES

The district facilities belong to the community, which paid for them for the primary purpose of offering a full educational program for its children. Prudent use and management of school facilities outside of the regular operating schedules-- providing that such use does not interfere with the orderly conduct of a thorough and efficient system of education -- allows the community to benefit more broadly from use of its own property. However, such community use must always respect the rights of others, particularly the rights of those residents whose properties adjoin or are close to school properties.

The Haworth Board of Education will permit the use of school facilities when such permission has been requested in writing and has been approved by the Superintendent/Principal for:

1. Uses and groups directly related to the school and the operations of the school;
2. Uses and organizations indirectly related to the school;
3. Departments or agencies of the municipal government;
4. Other governmental agencies;
5. Community organizations formed for charitable, civic or educational purposes.

No use shall conflict with the use of the buildings and grounds for school purposes or interfere with the regular conduct of school work. Regular school activities, whether day or evening, shall have priority for use of all school facilities.

In the event the Superintendent/Principal deems it advisable, any application may be submitted to the Board of Education for action.

The Superintendent/Principal or Board of Education may refuse to grant the use of a school building whenever in their judgment there is good reason why permission should be refused.

No one may bring alcoholic beverages onto any school property. Smoking is prohibited at all times in or on the grounds of the Haworth School. All facility use

USE OF SCHOOL FACILITIES (continued)

shall comply with state and local fire, health, safety and police regulations.

The buildings shall not be available during holidays and vacation periods. The buildings shall not be available for community use for programs that will interfere with cleaning, maintenance schedules and special Board functions.

The user of school equipment must accept liability for any damage to or loss of such equipment that occurs while it is in use. Where rules so specify, no items of equipment may be used except by a qualified operator.

Use of district equipment on the premises by non-school personnel is limited to the equipment that is an integral part of the facility being used, e.g., the stage lights and piano in the auditorium, the basketballs in the gym. No district equipment shall be removed from the premises for use by non-district personnel.

The Board shall require that all users of school facilities comply with policies of this Board and the rules and regulations of this district. Each user shall present evidence of the purchase of organizational liability insurance to the limit prescribed by such rules.

A 30% deposit will be assessed (and will be applied toward any outstanding bills) before any organization, as described in the above paragraph, will be permitted the use of the facilities. All organizations shall pay annually a one time fee of \$50.00 to supplement the cost of electricity, heat and services. The Board of Education reserves the right, in very limited circumstances, to waive said fees. The use of school facilities for activities related to the educational program and district operations shall be without cost to the users and/or applicants except that the users and/or applicants shall be responsible for any extra materials, custodial fees, police fees or impact fees. A school custodian must be on duty whenever any group uses the building.

All applicants and/or users granted the use of facilities at such time where additional custodial fees are necessary shall assume the scheduled fee for additional custodial compensation, which is \$30 per hour to be assessed for weekend usage only. The custodians will be assigned by the School Business Administrator/Board Secretary and vouchers for custodial fees will be presented for payment to the user.

Authorization for use of school facilities shall not be considered as an endorsement of or approval of the activity, person, group or organization nor the purpose they represent.

Any organization that uses our facility for recreational athletic events will adhere to our Board's policy #5141.8 – Physical Education and Health – which concerns sports-related head injury. This policy can be found on our website at [www.haworth.org](http://www.haworth.org).

USE OF SCHOOL FACILITIES (continued)

Adopted: January 29, 2002  
NJSBA Review/Update: September 2009  
Readopted/Revised: June 2011  
Revised: November 2011 & December 2011

**Legal References:** N.J.S.A. 2C:33-16 Alcoholic beverages; bringing or possession on school property by person of legal age; penalty  
N.J.S.A. 18A:11-1 General mandatory powers and duties  
N.J.S.A. 18A:20-34 Use of schoolhouse and grounds for various purposes  
N.J.S.A. 26:3D-15 through -21 Legislative findings and declarations ... (smoking in educational institutions)  
N.J.S.A. 18A:54-20 Powers of board (county vocational schools)  
N.J.A.C. 6A:26-12.2(a)4 Policies and procedures for school facility operation

20 U.S.C.A. 4071 – 4074 – Equal Access Act

GOALS 2000: Educate America Act (Pro Children Act of 1994), Pub. L. 103-227

No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301 et seq.

Resnick v. East Brunswick Twp. Bd. of Ed., 77 N.J. 88 (1978)

Boy Scouts of America v. Dale, 120 S.Ct. 2446 (2000)

Good News Club v. Milford Central School, 121 S.Ct. 2093 (2001)

**Possible**

**Cross References:** \*1230 School-connected organizations  
\*3514 Equipment  
\*3515 Smoking prohibition  
\*6145 Extracurricular activities

\*Indicates policy is included in the Critical Policy Reference Manual.