

**Use of School Facilities**

Since school buildings and grounds are public property, the Wallingford Board of Education may make them available for purposes other than education when they are not in use for school purposes.

The Wallingford Board of Education shall grant the use of school facilities for activities of an educational, cultural, civic and other non-commercial uses consistent with the public interest when such use does not interfere with the school program or school sponsored activities as permitted under law. The use of school facilities for school purposes has precedence over all other uses. Persons on school property must abide by the District's conduct rules at all times.

**I. PERMITS FOR USE OF FACILITIES****A. Priorities for Authorization to Use a Facility**

1. School sponsored activities
2. Connecticut Interscholastic Athletic Conference (C.I.A.C.) and Southern Connecticut Conference (S.C.C.) sponsored activities
3. Wallingford Recreation Department activities
4. Activities sponsored by other nonprofit organizations or groups based in Wallingford
5. Activities sponsored by profit making organizations based in Wallingford
6. Activities sponsored by other organizations or groups based outside Wallingford

**B. Cancellation/Postponement of Authorization to Use a Facility:** The district reserves the right to cancel or postpone the authorization to use a school facility when the facility is needed for a previously unscheduled school activity.

**II. FEES**

- A.** The superintendent of schools shall establish a fee schedule for use of facilities.
- B.** Rental fees will be waived if the applicant is a duly organized, nonprofit organization and the proceeds of the activity are to be used for educational, civic, or charitable purposes. Fees may be waived by the Superintendent or designee if the use is deemed to be in the best interests of the school system or of the town.
- C.** Organizations exempt from rental fees would not automatically relieve the user from any fees associated with the proper use of those facilities, which include but are not limited to, police for security, kitchen staff for cooking, lifeguards for swimming, custodians, etc. Such costs shall be the responsibility of the user.

**Use of School Facilities****II. FEES (continued)**

- D.** The Boy Scouts of America, Big Sisters of America, Boys and Girls Club of America, Future Farmers of America, Girl Scouts of America, Little League Baseball, Inc. and any other group intended to serve youth under the age of 21 listed in Title 36 of the U.S. Code may use school property upon payment of suitable fees and costs according to the Board of Education approved fee schedule.

**III. USE OF FIELDS**

- A. Limitations:** In order to maintain athletic fields at a level where they afford safe and adequate use by school sponsored teams, it will be necessary to limit use by nonschool agencies. The Superintendent or designee, when necessary, will decide when individual fields will be temporarily closed to nonschool groups to allow for field regeneration.
- B. Prohibitions:** Any activity that might endanger the surface of a field or lawn is prohibited unless prior authorization is approved by the building administration. Prohibited activities shall include, but is not limited to, sliding, tobogganing, sledding, golfing, model airplane flying, or using motorcycles, land terrain vehicles, automobiles, or trucks.

**IV. CRITERIA FOR DENYING REQUESTS TO USE FACILITIES**

1. The use would conflict with a school related activity.
2. The nature of the use runs counter to the goals of the school district.
3. The use would pose potential harm to the facility or equipment.
4. The anticipated number of persons involved would be inappropriate relative to fire codes and parking limitations.
5. The use would be inconsistent with the moral standards of the community.
6. The applicant has previously used the facility and problems arose relative to the use.
7. Activities advocating the overthrow of the United States, the State of Connecticut, or local government agencies.

Use of School Facilities**V. OBLIGATIONS OF PERMITTEE**

- A. Compliance with Regulations:** Failure on the part of any permittee to comply with any of the accompanying rules and regulations will result in the immediate cancellation of the permit and will negatively affect future requests for building use.
- B. Restitution for Damage:** When there are rental and/or custodial fees, the permittee must complete with custodial staff a pre walk through and a post walk through of the facility areas to be used and sign a facilities use checklist documenting the condition of the areas before and after the event. This checklist will be used for validation of any damages incurred during use of the facility. The permittee must make full restitution for any damage to the facility or to school owned equipment incurred during his/her activity. The extent of the damage incurred will be determined by the building principal in consultation with the Supervisor of Buildings and Grounds. Such determination will be documented by the facility use checklist.
- C. Liability:** Participants in activities approved through the building permit process shall hold the Wallingford Board of Education free from responsibility for loss or damage to person or property incurred while occupying a Wallingford school facility.

**Legal References:** Connecticut General Statutes

10-239. Use of school facilities for other purposes.

Equal Access Act, 20 U.S.C. SS 4071-4074

20 U.S.C. 7905 (Boy Scouts of America Equal Access Act  
contained in No Child Left Behind Act of 2001)**Policy Adopted: 06/10/91****Policy Revised: 07/27/98, 07/18/11**