

Terms of Facility/Equipment Use

1. To be responsible to the Board of Directors for the use and care of the school property.
2. That the character of the activity will conform with that stated in the application.
3. That the rules and regulations concerning use of the school facilities and equipment will be observed by the organization.
4. That services and equipment not specified will not be furnished. District-owned, expendable supplies will not be used.
5. Whenever a conflict exists between a school function and community use, the school shall have first priority. An approved use permit may be cancelled should a conflict arise.
6. When no regular employee is on duty, the building administrator in charge of scheduling shall specify the supervisory and/or custodial employees necessary. Users shall be responsible for costs of such employee per the fee schedule.
7. The building administrator shall classify the proposed use and the fee shall be calculated based on the facility use fee schedule. Groups using school kitchens must pay for costs of required kitchen help. All rentals and charges shall be paid to the business office. All rentals and charges are due and payable at the time of application for all dates reserved for use.
8. Only the school district shall pay employees for services rendered in connection with the community use of the school facilities.
9. The building administrator may require a school district employee to be on duty either in a custodial and/or supervisory capacity while the facility is in use.
10. Group 1 only may have the use of athletic and/or playground equipment when the principal of the building is satisfied a competent supervisor is in charge. Responsibility for the care and supervision of such equipment rests upon the building administrator.
11. Use permits will be granted for up to twelve-week sessions. Groups may not sign up for more than one twelve-week session at a time. A group holding a use permit will be given the first opportunity to renew for the same location/time in the next session. If they fail to respond by the date provided, they will forfeit their right to that position and it will become available for any group to apply.
12. A deposit will be required for all equipment use to ensure items are returned on time and in satisfactory condition. Deposits may be refunded in full, in part, or not at all, based on the determination of the principal or designee at the time of equipment return. Late charges and any cost of repairs may be deducted from the deposit. The amount of the

deposit is not the limit of liability. Damage beyond the amount of the deposit will be billed to the person or group holding the permit.

13. Permits will not be granted for any use, which may be detrimental to the best interest of the schools, or for which satisfactory sponsorship or adequate adult supervision is not provided. This shall include police and fire protection when, in the judgment of the administration, such is necessary.
14. Boisterous conduct, profane and improper language, use of intoxicating beverages, and any other immoral, illegal, or objectionable practices will constitute termination of a permit. Smoking will not be permitted.
15. The applicant for use permit, together with the sponsoring group, shall accept full responsibility for any damage done to school property and hereby agrees to protect, indemnify, and save the Nine Mile Falls School District from all liability resulting from the use of said facility or equipment.
16. That the Board of Directors reserves the right to cancel a permit given and to refund any payment made for the use of school facilities when it deems such action advisable and for the best interest of the school district, or to modify or change its rules at any time, with or without cause; and that in the event of such revocation or cancellations, there shall be claim or right to changes or reimbursements on account of loss, damage, or expenses whatsoever.
17. The school cafeteria may be used for potluck dinners or light refreshments only when the utilization of kitchen facilities is not required. The school kitchen will not be used or opened without a certified food service employee being present. The certified food service employee will be in charge and will have complete control over food preparation and clean up. The kitchen facility will be completely cleaned to the satisfaction of the food service employee before use of the kitchen will be deemed terminated. Any preparation of food in the kitchen will require that a food service permit be issued by the appropriate county health department (WAC 246-215-190 (5a)) to the using agency. Health permits must be applied for enough in advance to ensure issuance by event date. The permit is valid for one (1) event only and must be displayed in the food service facility during the event. Rental of the kitchen will require a \$25.00 per hour charge* for the cook, with a two (2) hour minimum. Rental will be contingent upon availability of the facility and food service workers.

*Charge for food service employee may be waived when the district deems that proceeds of the events will primarily benefit the district.
18. Golf practice, flying motorized model airplanes, and operating vehicles are prohibited on school grounds.
19. The maximum number of people permitted in any school facility shall be restricted as indicated by the appropriate fire marshal.

20. It is the sole responsibility of the users of district property to comply with federal, state, and municipal laws and to obtain any permits necessary to conduct a particular activity, including, but not limited to, zoning permits and approvals.

Temporary Food Events on School Premises

A temporary event permit issued by the appropriate county health district is required of any person or group selling certain foods to the public on any school premises. You may contact the appropriate county health district for further information.

Further, if a permit is required, then a food-handler card will be required of the adult person(s) in charge.