

Community Relations

Administrative Procedure - Use of Building and Grounds by Community Organizations

The School Board subscribes to the philosophy that the public school buildings and grounds belong to the community and that the school is an integral part of the community in terms of its intellectual and social expression and development. To this end the Board encourages the public use of school facilities when the facilities are not in use by the school.

The use of the buildings and grounds of this District may be granted by the Superintendent or designee to local groups and organizations for meetings and activities which are within the provisions of the school law and which are within the rules and regulations as established by the School Board.

Provisions for the use and/or rental of Washington Community High School buildings and grounds are as follows:

1. The sponsoring organization must obtain approval from school administration to prevent interference with school activities.
2. The activity must be sponsored by an organization located in the high school district #308.
3. The sponsoring organization must complete an Application and Procedures for Use of School Facilities (8:20-E) with the school district that includes a hold harmless clause that shall hold District #308 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. The organizations may be required to furnish a statement of insurance.
4. Sponsoring organizations shall 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.
5. Alcoholic beverages will not be permitted in school facilities or in school property at any time.
6. Washington Community High School is a tobacco-free campus; therefore, the use of tobacco products is not permitted in the building at any time.
7. The sponsoring organization shall be charged for the services of a WCHS custodian, maintenance, and/or technology employee (based on the needs of the request) and pay one and one-half times the hourly rate of pay. The employee(s) will be assigned by the District.
8. Sponsoring organizations shall pay a rental fee to the District according to the current schedule of fees. All rental fees and charges will be billed through the District's business office.

9. In addition to these provisions, the sponsoring organization shall agree to abide by the rules and regulations as established by the School Board for each of the specific areas requested.
10. Parking lots will be available for the sponsoring organization at no charge, except for the bus parking area and any area that may be used by school activities.
11. The District reserves the right to deny the use of its buildings and grounds to any organization, group, or individual when the Board deems it in the best interest of the District to do so.

The District reserves the right to waive any of the rental fees as it sees fit, upon request of the organization and upon recommendation of the administration. Further, the District may enter into agreements for rental-free usage of its facilities by other taxing bodies (e.g., Washington Park District, Washing Recreation Association, Northern Tazewell Recreation Association) or with local organizations, and/or District employees who conduct activities for the benefit of local students (e.g., American Legion Baseball, wrestling, basketball, and baseball clinics.)

DATED: August 8, 2016