

Community Use of School Facilities

The Superintendent will authorize the use of school building, grounds, equipment and facilities in conformity with the following regulations, which have been approved by the School Committee.

1. Individuals looking to obtain approval for the use of facilities must create an account and complete the application through the online system, currently ML Schedules. A link to this system is available on the district website. Applicants should be aware that the approval process could take up to 30 days. Once approved, requests for the use of school facilities will be made through the online account.
2. Requests must be made at least 30 days prior to the date requested for use.
3. Reservations made through ML Schedules are expected to be kept. Although it is understood that situations arise that would require the occasional cancellation, blocking out dates with the intention of making regular cancellations is not permitted and may result in account suspension.
4. School Facilities may not be used for individual, private, or commercial purposes.
5. Requests for school facilities must be cleared with the building Principal or the Superintendent, or both, should the nature of the request so justify.
6. Applicants receiving permission are restricted to the dates and hours approved and to the building area and facilities specified, unless requested changes are approved by the Superintendent or his/her designee.
7. Proper liability insurance will be required of all applicants given permission to use district facilities. A Certificate of Insurance shall name the TOWN OF FAIRHAVEN as an Additional Insured regarding general liability in the amount of \$1,000,000 each occurrence and \$2,000,000 general aggregate.
8. Proof of non-profit status will be required for all groups applying to utilize this rate.
9. The applicant has met all legal requirements for the Commonwealth of Massachusetts relative to Criminal Offender Record Information ACT (CORI) checks for its employees, volunteers, and others having direct or unmonitored contact with children, including Mass. G.L. c. 6, §§172 G and H which required that operators of camps for children, and organizations providing activities or programs for children using volunteers obtain all available CORI and other data. The applicant agrees to indemnify the School District from and defend the School District against any claims of injury or damage arising as a result of the applicant's failure to comply with legal requirements including CORI checks.
10. The applicant agrees to be responsible for any damage to the building, field, equipment, etc.
11. The applicant will be responsible for all Site Director, Custodial, and grounds coverage fees for the event including but not limited to set-up and break down. If a police

presence is required, the applicant will be responsible for making arrangements with the Fairhaven Police Departments and will be billed directly.

12. No smoking, vaping, or the consumption of alcohol is permitted on school property
13. No dogs or pets of any kind are allowed on the premises.
14. No tailgating, grilling, or open fires are allowed.
15. Applicants receiving permission are responsible at all times for the observance of fire and safety requirements..
16. No Gatorade, Powerade, or any other sports drinks are allowed on the turf field.
17. No food including gum and/or sunflower seeds are allowed on the turf field.
18. Appropriate footwear must be worn at all times on the athletic turf field. High heels, metal cleats, and pointed shoes are not allowed.
19. All activities must be under competent adult supervision utilizing a process approved by the Superintendent and the principal of the building involved.
20. All rooms, fields, and/or equipment shall be left in the same condition it is found. A facilities rental checklist will be completed before and after the event.
21. Use of the Turf Field must have approval by the Fairhaven School Committee.
22. Invoices will be sent out monthly with full payment expected within 14 calendar days in the form of check or money order. Any payment received between 15-28 calendar days will incur a \$25 late fee. Payments not received by the 28th calendar day will result in the account being suspended and future reservations removed from the calendar.
23. The Committee will approve and periodically review a fee schedule for the use of school facilities. See exhibit KF-E.

Adopted: June 22, 2022