

COMMUNITY USE OF SCHOOL FACILITIES

Introduction

It is the Greenfield School Committee's desire that the use of school property be enjoyed by the community. The School Committee recognizes that the buildings under their jurisdiction provide large and diversified meeting places within the community. It is the Committee's intent that such use will maintain safe conditions and preserve property for school program use.

It is the first priority of the School Committee to take all reasonable steps to ensure the safety and security of school facilities. Liability for both the school district and participants must also be a top priority regarding the use of school facilities.

All activities will be governed by the provisions of the M.G.L.'s and other legal references as noted below and according to the policies adopted by the Greenfield School Committee.

Permission and Priority of Use

Permission for use of facilities must be obtained either through the respective building administrators or the office of the Superintendent by obtaining a "Use of School Facilities Request" form. The Superintendent and his/her designee is the only person authorized to approve and schedule the use of a school facility. Use of school buildings and other facilities by organizations will be permitted only when an educational, civic, or charitable purpose will be served or a substantial group of citizens from the community will be benefited.

All organizations wishing to use school facilities will be expected to share in the direct costs (if applicable); attributed to their use of the facilities, see (KF-R). These school facilities will be used in accordance with the regulations and rental fee schedules recommended by the Superintendent and approved by the School Committee as included under the fee schedule (KG-R2). The School Committee cannot/should not absorb any additional costs (custodial or otherwise) for non-school activities.

Most conflicting uses can be avoided by use of a district-wide calendar. In the event of conflicting requests, the Superintendent and/or his/her designee will make decisions about school use by the following prioritization of users:

1. Public School activities
2. Parent-Teacher Organizations
3. Official town public hearings and political activities
4. Parks and Recreation activities
5. Local nonprofit and noncommercial organization activities
6. Metropolitan civic, educational, social, and religious organization activities if a substantial portion of the members are residents of the town

7. The activities of other organizations when approved by the School Committee, Superintendent and/or his/her designee.

The Superintendent and building principals must be aware of all uses of school facilities for which they have oversight.

Staff should not be responsible – it is the administration’s responsibilities to ensure compliance with School Committee policies and procedures.

LEGAL REFS.: M.G.L. 71:71; 71:71B; 272:40A

NOTE: A brief policy on Community Use of School Facilities suffices when it is implemented by fairly extensive regulations approved by the School Committee. Many policies, however, also contain the basic principles that govern the use of facilities by outside groups.

Adopted: June 10, 2015