

Series 1000 – School/Community Relations

Policy Title: Application for Use of School Facilities

Policy Code No. 1004.3

Application forms for use of any school facility are to be obtained from the building principal or activities director and filed with the Board secretary.

The superintendent or designee will judge whether the request is appropriate and whether the facility is available prior to granting permission for use.

Each time a building or part of a building is to be used, a contract shall be drawn up, signed by the user and the superintendent or designee.

Groups that are based outside the local school district must have their applications approved by the Board of Directors.

The superintendent or designee will be responsible for forwarding a copy of the contract to the principal of the building where the activity will take place.

Date of Adoption 09/11/1989

Review Date 01/10/2011

Revision Date 09/27/1993

Legal Ref.: Iowa Code §§ 276, 278.1, 279.8 - .11, 288, 297.9 - .11
1982 Op. Att'y Gen. 561.
1940 Op. Att'y Gen. 232.
1936 Op. Att'y Gen. 196.

Cross Ref.: Board Policy

1004.1 Community Use of School Facilities

1004.4 Use of School Facilities - Sunday Use