

7510 - USE OF DISTRICT FACILITIES – Lomira School District

The Board of Education believes that the school facilities of this District should be made available for community purposes, provided that such use does not infringe on the original and necessary purpose of the property or interfere with the educational program of the schools.

The Board will permit the use of school facilities when such permission has been requested in writing by a responsible, individual, organization or a group of citizens and has been approved by the District Administrator.

District facilities shall be available for the below-listed uses. When there are competing interests for the use of facilities, approval will be given according to the following priorities:

- A. uses directly related to the schools and the operations of the schools
- B. uses and groups indirectly related to the schools
- C. meetings of employee associations
- D. uses for voter registration and elections
- E. departments or agencies of government
- F. community organizations or groups of individuals formed for charitable, civic, social, recreational, educational purposes, or commercial or profit-making organizations or individuals offering services for profit

The use of District grounds and facilities shall not be granted for any purpose which is prohibited by law.

Recreational Activity

Any outside party using District facilities for recreational activity must complete Form 7510 F3 prior to such usage.

"Recreational activity" includes any indoor or outdoor physical activity, sport, team sport, or game, whether organized or unorganized, undertaken for the purpose of exercise, relaxation, diversion, education, or pleasure.

"Outdoor activity" includes hunting, fishing, trapping, camping, picnicking, exploring caves, nature study, bicycling, horseback riding, bird-watching, motorcycling, operating an all-terrain vehicle, ballooning, hang gliding, hiking, tobogganing, sledding, sleigh riding, snowmobiling, skiing, skating, water sports, sight-seeing, rock-climbing, cutting or removing wood, climbing observation towers, animal training, harvesting products of nature, sport shooting, or similar outdoor game, sport, or educational activity.

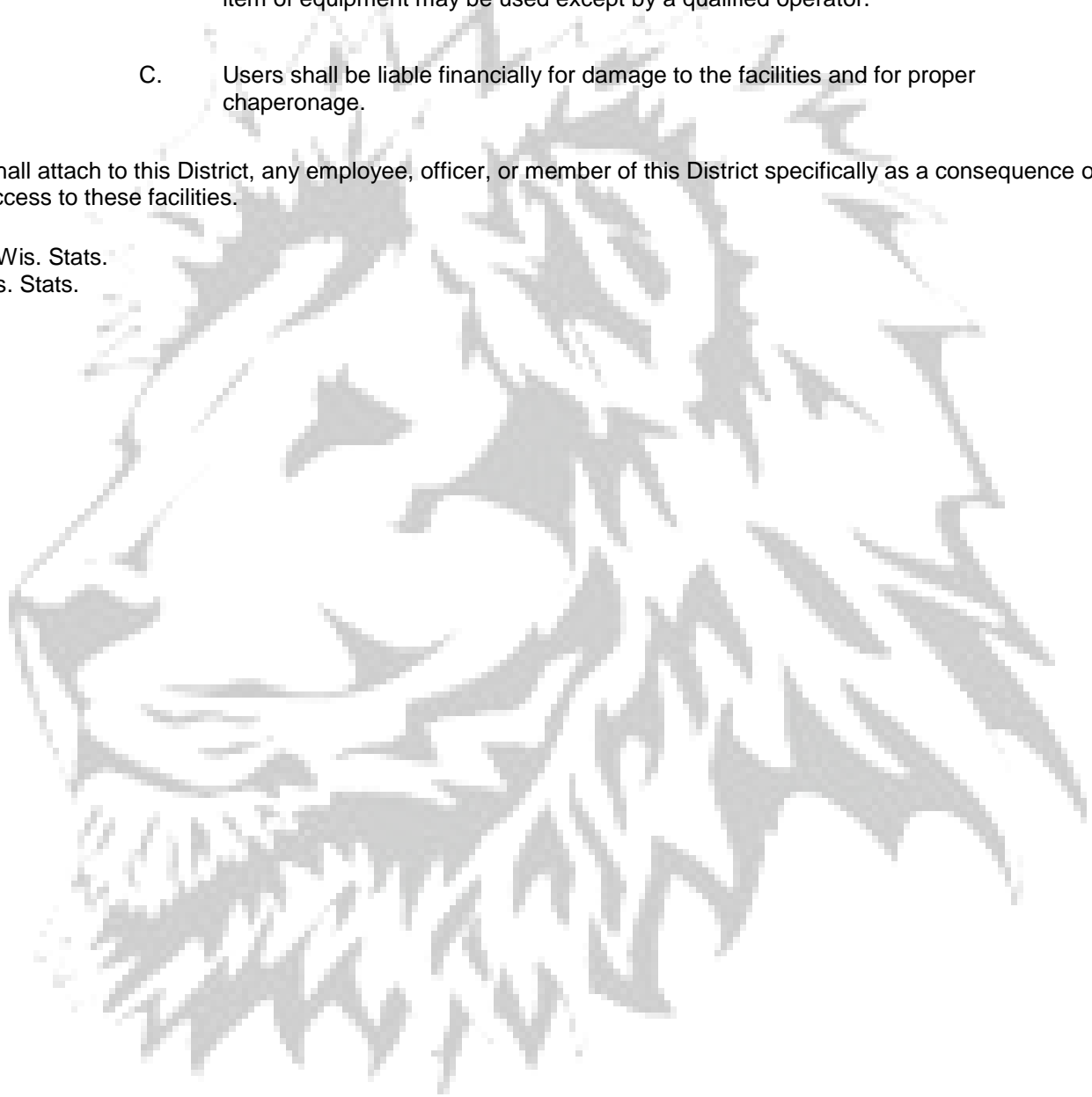
Should all or any part of the District's community be struck by a disaster, the Board shall make District grounds and/or facilities available, at no charge, for the housing, feeding, and care of victims or potential victims when requested by local, State, or Federal authorities. The District Administrator should meet with the Dodge County Emergency Management to establish a disaster preparedness plan in order to ensure that proper procedures are established to minimize confusion, inefficiency, and disruption of the educational program.

The District Administrator shall develop administrative guidelines for the granting of permission to use District facilities including a schedule of fees. Such guidelines are to include the following:

- A. Each for-profit user shall present evidence of the purchase of organizational liability insurance to the limit prescribed by District administrative guidelines.
- B. Use of school equipment in conjunction with the use of school facilities must be requested specifically in writing, and may be granted by the procedure by which permission to use facilities is granted. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use. Where rules so specify, no item of equipment may be used except by a qualified operator.
- C. Users shall be liable financially for damage to the facilities and for proper chaperonage.

No liability shall attach to this District, any employee, officer, or member of this District specifically as a consequence of permitting access to these facilities.

120.13(17), Wis. Stats.
895.523, Wis. Stats.



SCHOOL DISTRICT OF LOMIRA – Form 7510 F3 (Local Clubs)
FACILITY USE AGREEMENT

INSTRUCTIONS: Please complete this form and return to Athletic Director (Lomira HS, PO Box 919, Lomira, WI 53048).

Date(s) of Event/ Certificate Needed:

_____ from _____ to _____ and _____ from _____ to _____

(All activities must be terminated by 10:00 p.m. in order for our maintenance staff to properly clean the building for regular educational purposes.)

Coordinator/ Contact Person: _____

Telephone: _____ Cell: _____ FAX: _____

Name of Group/Event: _____

Purpose of Event: _____

Facility to be used: _____

Special Needs: (i.e. tables, chairs, bleachers, etc.):

Participation Fee or Admission Fee? _____ If yes, how much? _____

Number of Students: _____ Number of Adults/Supervisors: _____

Names and Phone Numbers of Adult Supervisors: _____

By signing this form, I acknowledge reading Board Policy Article 7510 and accept it and any/all additional board and building regulations. If permission to use the building is granted, the applicant will comply with all such policies and execute all actions/documents called for under such policies. The undersigned and the applicant understand that the District may deny this application. If this application is initially granted, it may thereafter be revoked as provided in such policies. It is mutually understood and agreed that the aforesaid use is permitted as a public service and, in consideration of the granting of permission for the use of the facilities above referred to by the Lomira Board of Education, the above organization hereby agrees to indemnify the Lomira Board of Education, its component members, employees, and agents from all costs, expenses and claims therefore resulting directly or indirectly from or caused by accidents or incidents occurring on said school grounds or in said school building while used by this organization or for its purpose(s) on said date(s). The representations herein are true and accurate to the best of our knowledge and belief. I also understand that custodial costs at the rate of \$25/hour per custodian for the duration of the event may apply. I also understand that any technical support provided by a trained District employee will be charged at a rate of \$16.00/hour and that use of kitchen equipment, beyond outlets, must be staffed by a trained District employee at \$20/hour.

Signature of Coordinator: _____ Date: _____

Signature of Athletic Director: _____ Date: _____

FOR OFFICE USE: Fee Applies: YES/NO Total Hours: _____ Custodian Assigned: _____

