

COMMUNITY USE OF SCHOOL FACILITIES

Purpose:

To outline community use of the school facilities

Scope:

All employees

Policy:

The school's properties, facilities, and equipment are intended primarily for school educational purposes and for the benefit of students. No other use shall interfere with these purposes. The Board of Trustees may approve the use of school property, facilities, or equipment by any group. However, use of property must adhere to Khalsa School policies (see Appendix 7) a contractual agreement should be signed and deposits accepted before any member of the community uses the facilities.

All groups shall sign a "Waiver of Liability" and/or prove that they have their own liability insurance. All fire regulations and other school safety policies must also be understood and adhered to by all outside groups. The Facilities Manager shall be responsible for the safeguarding of such property, facilities, or equipment and can deny access to any outside group who does not adhere to the school. Any refusals of access may be reported to the Board of Trustees.

Procedure:

School property may be used for the following purposes by the following groups without charge upon approval of the principal:

- Any Khalsa School students school-related educational purposes. Staff member(s) must be present for supervision.
- After hours Khalsa School sporting events for Khalsa School students (school sports competitions, team practices, and sports camps). Staff member(s) must be present for supervision.
- Youth groups such as Boy Scouts, Girl Guides, Military Cadets that have Khalsa School students as members.
- Khalsa School Parent groups for school related functions
- Teaching First Aid courses for Khalsa School employees or students
- Professional development activities for Khalsa School employees and volunteers

School property may be used for the following purposes upon payment for use, filling out and signing of the proper forms, paying the damage deposit (held in trust), understanding and adhering to fire regulations and school safety policies:

- Municipal, provincial, federal elections upon due notice to the principal who will make arrangement so that the election will not interfere with the operation of the school.
- Any government (municipal, provincial, federal) function during out-of-school hours.
- Community functions - for example: religious, weddings.

Any damage costs, including extra janitorial service needed after the rental, will be invoiced to the rental group.

Permission for use of Khalsa Schools buildings will not be granted to any group or individual who in theory or in practice promotes or fosters doctrines of racial or ethnic superiority or persecution, religious intolerance or persecution, social change through violent action, or sedition.

Schools buildings, property, or grounds shall not be used for any illegal or immoral purposes, nor shall there be allowed any gambling, possession or consumption of alcoholic beverages, illegal drugs, and smoking tobacco.

The School Board, Facilities Manager, Director of Education, or campus administrators shall not allow any use of school buildings, property, or grounds where there appears to be a possibility that such use will result in damage to such property beyond normal wear and tear, interference with regular school function, or bodily injury or property damage or to any person or individual.