

AUTHORIZED USE OF SCHOOL-OWNED MATERIALS

No school equipment may be used for other than school, school related, civic, or educational purposes.

The Weston School Committee shall permit school equipment to be loaned to staff members when such use is directly or peripherally related to their employment and to students when the equipment is to be used in connection with their studies or extracurricular activities. The Superintendent may also grant permission to use school equipment to responsible community organizations as he/she may from time to time approve. Proper controls shall be established to assure the borrower's responsibility for, and return of, all such equipment.

The Director of Finance and Operations and the respective individual school principals are charged with the responsibility of managing the loan and return of school equipment, for collecting fair and appropriate compensation from the borrower in the event of damage or loss, and for returning such compensation to the Town.

Adopted November 21, 2011