

COMMUNITY USE OF SCHOOL FACILITIES

The School Committee supports the philosophy that facilities provided with public funds for educational purposes should be made available to community groups, whose activities are educational, cultural, civic, or charitable in nature. Therefore, residents of Weston or employees of the school system, and groups of which they are members, shall be permitted to use school facilities for worthwhile purposes when such use will not interfere with the school program.

Except as specified below, groups shall be charged fees to cover the cost of utilities, custodial services, and any special costs, including supplemental insurance, involved in use. A rental and custodial fee schedule shall be developed and periodically reviewed and updated, then presented to the School Committee for approval.

The Superintendent or his/her designee is authorized to approve and schedule the use of school facilities in accordance with the above policy and in line with the following conditions and exceptions:

1. Insurance Coverage: Any applicant organizations or individuals may be required to present evidence that they carry insurance relevant to the nature of the intended program or activities; and to include, in their enrollment or membership forms, signed statements holding the School Department and Town harmless with respect to any liability for injuries or other harm or damage arising out of the applicant's supervision or conduct of programs and activities on school premises.
2. Occasional Use by School Related Organization: Groups closely affiliated with the schools, such as parent organizations, may be permitted occasional use of space at no rental charge, subject to the advance approval of the Superintendent or his/her designee. Custodial fees shall remain in effect if over time costs are incurred.
3. Extended Use by Residents: Weston residents or organizations having a substantial Weston resident membership may be permitted extended use of space when such use will not interfere with school programs and activities. Substantial resident membership is defined as at least 50% participation of Weston residents. Rental fees will be levied unless waived by the Superintendent or his/her designee. Custodial fees shall remain in effect in accordance with fee schedule.
4. Use by Non-residents or for Private Gain: The School Committee reserves to itself the power to review and act on requests for the use of school facilities by non-resident individuals or by organizations lacking a substantial Weston membership. Rental fees will be levied unless waived by the Superintendent or his/her designee. Custodial fees shall remain in effect in accordance with fee schedule.

The use of school buildings and other facilities by any Weston or non-resident organization or individual for private gain, or for any purpose involving private gain, shall be permitted only when the following conditions exist:

- a. Such use is co-sponsored by a Weston-resident organization not operated for private gain.
- b. A substantial, worthy educational, cultural, civic, or charitable purpose will be served.
- c. A substantial group in the schools or community will be benefited.
- d. Alternate facilities are unavailable or available only at undue cost or inconvenience to the Weston co-sponsors and the Weston audience/clientele.

Rental fees will be levied unless waived by the Superintendent or his/her designee. Custodial fees shall remain in effect in accordance with fee schedule.

Adopted: November 21, 2011