

EAST ROCHESTER UNION FREE SCHOOL DISTRICT
USE OF FACILITIES REGULATIONS
(Pursuant to District Regulations 2004 – 3280R. and Education Law Section 414)

Rules and Regulations

The adult assuming responsibility agrees to enforce the following rules and regulations while their organization is on school premises:

1. Responsibility for damages resulting from use of the school facilities must be assumed by the person who signs the application.
2. The building and grounds shall be left in as good condition as it is found when the group enters the building.
3. When admission fees are charged, the proceeds are to be for an educational or charitable purpose.
4. Smoking, tobacco, vaping devices, illegal substances and weapons are prohibited in school buildings and on school grounds.
5. No alcoholic beverages shall be brought into or served in any school buildings or on school property.
6. Placement of posters or moving furniture or other school property is prohibited, unless special permission is granted.
7. Nothing shall be sold, given, exhibited or displayed without permission.
8. The applicant is held responsible for the preservation of order and for restoring facilities as found.
9. Any use of group equipment, mechanical equipment or the use of anything involving electricity, water, telephones, etc., is to have special permission.
10. The applicant agrees to reimburse the District promptly for losses or damage occurring during applicant's use of the facilities.
11. The District requires a certificate of insurance which the applicant will provide prior to the use of the facilities.
12. No "tipping" of custodian or school personnel is permitted.
13. Any group using the school and requiring a custodian will be charged the current custodial fee.
14. If equipment, apparatus, scenery, decorations or other materials or equipment are to be brought into the school building, it must be so stated on the application and all fire regulations must be complied with. The School District cannot be held responsible for any liability or damage to supplies left in the school building.
15. All equipment to be brought into the school facilities will be inspected and approved by the Head Custodian.
16. Irrespective of the above, the use of the school facilities shall be in accord with the rules and restrictions set by the Board of Education.
17. The Board of Education or its representative must have access to all facilities at all times.